

1 The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular  
2 meeting held Wednesday, April 22, 2015 at the Truckee Tahoe Airport District Community Room, 10356 Truckee  
3 Airport Road, Truckee, California at 4:30 p.m.

4 **CALL MEETING TO ORDER:** 4:30 p.m.

5 **DIRECTORS PRESENT:** President John B. Jones Jr. (via Teleconference until 8:10 PM)  
6 Vice-President Lisa Wallace  
7 Director Mary Hetherington  
8 Director Jim Morrison  
9 Director Tom Van Berkem

10 **DIRECTORS ABSENT:** None

11 **STAFF PRESENT:** Mr. Kevin Smith, General Manager  
12 Mr. Phred Stoner, Director of Operations & Maintenance  
13 Ms. Sally Lyon, Director of Finance and Administration  
14 Mr. Hardy Bullock, Director of Aviation and Community Services  
15 Mr. Brent Collinson, District Legal Counsel  
16 Mr. Mike Cooke, Aviation and Community Services Manager  
17 Mr. Marc Lamb, Aviation and Community Services Associate  
18 Mr. Mike Barrett, Safety Coordinator  
19 Ms. Lauren Tapia, Administrative Clerk

20 **VISITORS PRESENT:** 21

21 **SPECIAL ORDERS OF BUSINESS:** Mr. Smith stated that due to President Jones participating via teleconference, all  
22 votes will be done by roll call. Also, Mr. Smith stated that Mr. Hardy Bullock is not at the meeting due to being on  
23 vacation.

24 Vice President Lisa Wallace stated that there will be shifts on the agenda due to members of the public being  
25 present for specific items. The Board will discuss Hangar 3 Project Update after the Consent Items, and then the  
26 Review of Public Request to consider Acquisition of Property within PC-3.

27 **PUBLIC COMMENT:** Mr. Steven Hoyt, Round House Board Member, stated that Roundhouse is a community  
28 operated shop or workspace where people with common interests, in computers, machining, technology, science,  
29 digital art or electronic art can meet, socialize and collaborate together. Mr. Hoyt stated that Roundhouse would  
30 like to give a presentation for the Board in May, about possible community space in Hangar 3 which could be  
31 utilized by Roundhouse. Vice President Wallace stated that Roundhouse should get together with Mr. Smith about  
32 scheduling a presentation that will align with Hangar 3. Mr. Hoyt stated that Roundhouse has a survey out  
33 currently to seek information about what the community would like to see in Roundhouse. Mr. Smith stated that  
34 during the outreach effort of Hangar 3, a makerspace was listed by the community. Director Hetherington  
35 suggested that the group stay for the discussion of Hangar 3 tonight, as it will help give them an idea of what  
36 Hangar 3 will look like.

37 **CONSENT CALENDAR**

- 38
- 39 • Minutes: March 25, 2015 Regular Meeting
  - 40 • Minutes: April 2, 2015 Special Meeting
  - 41 • Monthly Service Bills and Fees
  - 42 • Financial Report
  - Tahoe Area Regional Transit (TART) Route 267 Bus Service Funding Approval

43 **PUBLIC COMMENT:** None.

44 **MOTION #1 APRIL-22-15:** Director Van Berkem motioned to approve the March 25, 2015 Regular Meeting  
45 Minutes, April 2, 2015 Special Meeting Minutes, Monthly Service Bills and Fees, Financial Report, and the Tahoe  
46 Area Regional Transit Route 267 Bus Service Funding Approval. A roll call vote was taken: President Jones - Yes,  
47 Vice President Wallace - Yes, Director Hetherington - Yes, Director Morrison - Yes and Director Van Berkem - Yes.  
48 The motion passed 5-0.

49 **REVIEW OF PUBLIC REQUEST TO CONSIDER ACQUISITION OF PROPERTY WITHIN PC-3**

50 Vice President Wallace stated that there is a lot of information to get through regarding PC-3. There will be a staff  
51 presentation, clarifying questions will be asked by the Board members, public comment will be taken next, and  
52 then the Board will deliberate. Vice President Wallace indicated that the three minute rule regarding public  
53 comment will be enforced.

54 Mr. Smith stated that several members of the public requested the Board consider acquisition of parcel 4 within  
55 the PC-3 development last month. It was indicated last month that this topic be placed on the April agenda for a  
56 more formal discussion. Mr. Smith stated that this is the first time the Airport District has considered the  
57 acquisition of Parcel 4. The objective of tonight is to introduce this topic to the Board. Mr. Smith indicated that the  
58 staff report listed four considerations: 1) PC-3 is a land use and zoning plan. It does not approve any specific  
59 development, structures parcel layout, specific business use, parking, circulation or other specific land use  
60 approval. 2) Flying over vacant property is always preferable than flying over occupied property, though that  
61 development of the property along with the strategic removal of trees could also enhance the ability of pilots to  
62 utilize Ponderosa Golf Course by providing a more clear approach path to the 4<sup>th</sup> or 5<sup>th</sup> fairway. 3) The Truckee  
63 Tahoe Airport Land Use Commission has reviewed the PC-3 project in detail and has found it to be compatible with  
64 the aeronautical use of the Airport and surrounding airspace. The Airport District, property owners, as well as the  
65 Town and Counties around the Airport rely on the Airport Land Use Compatibility Plan to guide their decision  
66 making. 4) The Airport open space acquisition program has two qualifications: safety and/or preventing or reducing  
67 annoyance. Mr. Smith stated that staff is interested in getting some level of direction from the Board as to where  
68 to go with this project as well as acquiring feedback from the general public. Mr. Smith reminded the Board and the  
69 public that the Airport strives to be good neighbors to the neighborhoods around it, and the Airport acknowledges  
70 its impact onto those neighborhoods. Mr. Smith stated that anything the Airport can do to reduce impact, be it  
71 reducing development or reducing aircraft operations, should be considered. However, the Airport should honor  
72 the planning process of the Town of Truckee and the County, and the balance of land use and planning that goes  
73 into making a vibrant community. The Airport should not interrupt that without any notice; the Airport should be  
74 part of a solution and to not create an issue.

75 Director Hetherington stated that if a land trade is considered, the talk of annexation of that land should be  
76 discussed. Mr. Smith stated that the land trade option is a concept currently. The FAA would need to be involved in  
77 the discussion. Director Morrison stated that the conversation of today should be elevated to the broader  
78 community. Vice President Wallace stated that the Board is not going to make any specific decision tonight, but  
79 that the Board is only going to give direction to staff. President Jones stated that he would like more information  
80 regarding swapping of land, as swapping of land would be preferred over purchasing of land, if it can be done  
81 practically.

82 **PUBLIC COMMENT:** Ms. Laurel Lippert, Truckee resident, stated that she has expressed hope that TTAD purchase  
83 parcel 4 over the last few months, as Parcel 4 is the only emergency landing option in an undeveloped area. Ms.  
84 Lippert stated that the District's open invitation to the community has been extremely positive, and if TTAD can  
85 negotiate a land trade it would satisfy its Open Space Plan Strategy. The neighborhoods near Parcel 4 would benefit  
86 greatly.

87 Mr. Mike Abel, Incline Village resident and Airport hangar tenant, stated that the purchase of Parcel 4 would be a  
88 great enhancement of safety if it was maintained as open space.

89 Ms. Sunny Todd, Truckee resident, stated that she supports the comments that were previously made, and that the  
90 acquisition of Parcel 4 would be a “win – win” for the community and the Airport, as it enhances the momentum of  
91 the safety culture of the Airport.

92 Ms. Tatiana Bennett, Truckee resident, stated that she fully supports the idea of trading land. Ms. Bennett fully  
93 supports the previous comments of Ms. Lippert. Ms. Bennett stated that if the Airport should acquire the land, the  
94 trees could be trimmed. If not, buildings will be built. Ms. Bennett inquired about the impact of encroachment to  
95 the airport, and new noise complaints that might come from the housing developments that are planned. Ms.  
96 Bennett expressed that the Ponderosa Neighborhood has always been in support of the Truckee Tahoe Airport,  
97 and now the Ponderosa Neighborhood asks that the Airport be in support of them.

98 Mr. Leigh Golden, Truckee resident and ACAT member, stated that he supports the previous comments and is  
99 happy to see that the Airport is being proactive about finding possible open space land trades or purchases.

100 Mr. Curtis Crooks, Truckee resident, stated that his wife was a past member of ACAT and the Board of Directors,  
101 and while she was on the Board, the Airport acquired the Ponderosa Golf Course as well as some other open space  
102 acquisitions. Mr. Crooks stated that most engine failures happen just after takeoff and within the Airport  
103 perimeters. The more options the pilot has, the safer everyone is. Mr. Crooks also stated that some of the best  
104 small airports have golf courses on both ends.

105 Ms. Paula Smith, Truckee resident, stated that she has lived in Truckee for twenty years, and that the community  
106 would be grateful if Parcel 4 was purchased or traded by the Airport. Ms. Smith indicated that she does not want to  
107 see the community sprawled out, and though she is not anti-development, Ms. Smith stated that she is not in favor  
108 of the PC-3 development.

109 Mr. Matt Hexton, Truckee resident, stated that he supports Ms. Lippert’s previous comments, and safety of flight  
110 issues. Mr. Hexton stated that any stop that can be made on encroachment to the Airport would be a benefit of the  
111 Airport and to the Community.

112 Ms. Sarah King, Truckee resident, thanked the Airport in considering the possible acquisition of Parcel 4. By stopping  
113 the development of Parcel 4 it would decrease noise and traffic that would impact the Ponderosa neighborhood.

114 Mr. Brian (last name not stated), stated that he fully supports keeping Parcel 4 as open space, and supports the  
115 previous comments of Ms. Lippert.

116 Mr. Fred Simponey, Truckee resident, stated that he agrees with the previous comments by the members of the  
117 public. Mr. Simponey stated that acquiring land will always be expensive, but allows the opportunity to continue to  
118 buffer the Airport from development. Mr. Simponey expressed that the essence of strategy is early control.

119 Mr. Tom Lippert, Truckee resident, stated that Parcel 4 should remain undeveloped. Mr. Lippert stated that  
120 although the Airport Land Use Committee has designated the area as acceptable for business development, there  
121 was an airplane crash that happened there, where the passengers survived, and may not have been the case if  
122 buildings would have been there.

123 President Jones stated that he would like Mr. Smith to initiate an appraisal for Parcel 4, as well as have staff  
124 investigate options for a possible land swap. Director Morrison expressed apprehension about meddling with the  
125 planning process of PC-3, but would like to hear the thoughts from the Town of Truckee and Town Council on the  
126 subject. Director Hetherington stated that the Board and staff should be aware of the District’s budget and growing  
127 list of projects. Director Hetherington expressed the fact that the Truckee community is in need of more housing,  
128 and would like to see the housing portion of Parcel 4 be kept in and not a part of the possible trade or appraisal of  
129 land. Director Hetherington also stated that any land that might be traded, should be annexed into the Town.

130 Director Van Berkem stated that the idea of swapping land for all of Parcel 4 would be difficult, but would like a  
131 financial analysis between purchasing land vs. swapping land. Swapping valuable land would be a possible loss of  
132 cash flow of not having that land to develop which would allow the Airport to become more self-sufficient. Director  
133 Van Berkem would like the Town staff to come and work with the Airport, as the Town has been working on PC-3  
134 since the 1980's.

135 Vice President Wallace stated that she is in agreement in the findings of the Truckee Tahoe Airport Land Use  
136 Commission, though that does not mean there are other safety issues that should be discussed. Vice President  
137 Wallace expressed to the non-pilots in the room that the safety issues that were brought forth regarding Parcel 4  
138 does not negate the safety plans of the Airport, as the Airport itself strives to be a safe Airport. The District should  
139 be respectful to the planning process that has been occurring for the last decade between the property owners and  
140 the Town of Truckee. Vice President Wallace indicated that PC-3 does address the needs of the community,  
141 specifically housing and light industrial options. Vice President Wallace acknowledged the comments regarding the  
142 impact the Airport has on Ponderosa neighborhood and also the potential impact PC-3 will have on the  
143 neighborhood(s). Though Vice President Wallace expressed interest in learning more about the feasibility of a land  
144 swap.

145 Mr. Smith stated that the Joerger family is approximately sixty (60) days away from being able to talk to the District  
146 about the value of their land. The Joerger family is using the same appraisers as the Airport would use. Mr. Smith  
147 stated that the Town of Truckee is aware of the discussion that is taking place this evening. Vice President Wallace  
148 stated that this would be a longer process as the Board won't have any answers for several months. Director  
149 Morrison expressed that the District has time on their side, as PC-3 has been a subject matter his entire lifetime.  
150 Director Morrison stated that he feels comfortable taking baby steps towards a solution, as the District's land is  
151 highly valuable, and he does not feel comfortable swapping land without more information and analysis.

152 Mr. Smith expressed openness about other members of the public to come and discuss this topic with him, as he  
153 does not see this topic coming back to the Board until mid-summer.

#### 154 **HANGAR 3 PROJECT UPDATE REPORT**

155 Mr. Smith stated that Hangar 3 has gone through several committee reviews and a few different presentations to  
156 the Board. The objective of the update report is to review Hangar 3 options presented by the Ad Hoc Committee,  
157 and to consider the options cost summary, and financial results and assumptions. The Ad Hoc committee is seeking  
158 guidance and recommendations from the Board which will help the committee, staff and consultants to assist in  
159 final preparation of the Concept and Budget Report (CBR) which will be presented at the May 27<sup>th</sup> regular Board  
160 meeting. Mr. Smith stated that he would like the Board to consider the public outreach strategy for the CBR, and  
161 also a timeline for public outreach.

162 Mr. Smith and Mr. Tim Dacey, with Mead & Hunt, gave a presentation on the multiple Hangar 3 options as well as  
163 the cost estimate for each option. Please refer to TAB 9 in the Board Packet for the multiple options and costs  
164 presented for Hangar 3. Mr. Smith informed the Board that the cost estimates are grossed up with inflation as the  
165 District is estimating costs a year in advance. Mr. Smith also stated that he met with Director Van Berkem and  
166 another option (TVB Option) was derived out of the meeting. Director Van Berkem stated that the community use  
167 of the building was more important than the aeronautical functions of the hangar. Director Van Berkem created an  
168 option that put together a functional hangar for aeronautical functions, as well as decent community use functions.  
169 This option is similar to Option 2c, but costs less at \$4.3 million, as it doesn't contain as many options (less  
170 windows, no radiant heat, no heated ramp, less architectural enhancements, etc.). President Jones stated that the  
171 Board needs to find out what the Budget is for the hangar and move backwards as far as choosing options.

172 **PUBLIC COMMENT:** Mr. Chris Gregor, with Truckee Roundhouse, stated that they are looking for 8,000-10,000 sq.ft.  
173 of space, which has been difficult to find in the Town of Truckee. Mr. Gregor stated that the potential of Hangar 3's  
174 additional community space would be of benefit for them and to the community. The Roundhouse has a survey out

175 in the community, which has received over 200 responses, regarding what the community's vision is for  
176 Roundhouse. Mr. Gregor informed the Board of their upcoming Roundhouse maker's show on May 17<sup>th</sup>, so they  
177 can get a hands on feel of what Roundhouse has envisioned.

178 Ms. Sunny Todd, Truckee resident, stated that she is impressed with the process and the detail that has been put  
179 forth regarding Hangar 3. Ms. Todd suggested the existing Hangar 1 be the deicing hanger, Hangar A9 become the  
180 Sierra Aero Hangar, and Hangar 3 would be freed up of the aeronautical necessities and be solely for community  
181 use at a reduced cost.

182 Ms. Seana Doherty, with Freshtracks Communications and a Truckee resident, stated that when she conducted  
183 public outreach for Hangar 3, it was discovered that the community lacks a commercial kitchen and is highly  
184 desired amongst non-profits and businesses. Ms. Doherty also stated that a community space that holds a  
185 maximum of 200 people will not be adequate space for many of the non-profits in the area.

186 Mr. Ted Lipien, Truckee resident, inquired to the Board whether jet traffic would increase, and if the Board should  
187 have more discussion on the topic.

188 Director Hetherington stressed that the Board will need to decide what type of project Hangar 3 will be as many  
189 things rely on it, specifically policies and prioritizations on how the facility will be used. Director Hetherington  
190 requested fleet numbers be sent to her, as that will be a factor in deciding how large the Hangar should be, and to  
191 balance that with community use.

192 Director Morrison stated that he has the desire to give the consultants direction on where to go, and that the Ad  
193 Hoc committee decided to present less options. Director Hetherington stated that the Ad Hoc committee still  
194 needs to address the question of if it were to increase or decrease air traffic. Director Morrison stated that the  
195 right process is to figure out how to finish the CBR, as that is what the District hired the consultants to do.

196 President Jones expressed his desire to pull all of the zero options off the table, as they do not address the set of  
197 requirements the Board was driving for. One set of requirements is to be able to accommodate a number of  
198 smaller aircraft or one large aircraft, and then there are a set of requirements specifically for community use.  
199 President Jones stated that there has to be a rational budgetary cap on the project. President Jones expressed that  
200 he would like to know what will be spent on the aviation/safety uses of the building verses community uses, this  
201 will help the Board understand the balance of the two.

202 Vice President Wallace stated that initially she was overwhelmed by the entire range of options that were  
203 presented for Hangar 3. Vice President Wallace indicated that inherently there is necessarily nothing wrong with a  
204 cadillac building if the community really understood what the 9 million dollar building was and showed up and  
205 supported the building. Vice President Wallace stated that she doesn't not feel like the District is hearing from the  
206 community that they want a 9 million dollar building; it will be hard to decide the right budget for the building as  
207 she doesn't understand or know what the community wants.

208 Director Van Berkem stated that he agrees with Vice President Wallace, and inquired what the ultimate goal of  
209 Hangar 3 is. If the driving factor is deicing, Director Van Berkem expressed that he would just vote for a deicing  
210 truck. The community capability of the building would do a lot for the area, but would like to see interest from the  
211 community.

212 President Jones indicated that staff did an analysis of all of the aircraft that currently comes to the Airport that  
213 would use a hangar. President Jones expressed that he would like to know financially what the projected

214 breakeven would be on a basic 3 million dollar hangar, verses one with community enhancement with a longer  
215 investment.

216 Director Van Berkem stated that the question is still what the goal of the building is and what the community  
217 needs.

218 Mr. Smith stated that staff is currently working on taking the fleet mix numbers and what existing buildings the  
219 Airport has and putting figures to it. Mr. Smith stated that most aviation planners build their hangars to a designed  
220 aircraft, the G5 is TTAD's designed aircraft.

221 Vice President Wallace stated that she would like to have the Ad Hoc committee work with staff to come up with  
222 three hangar options, and that the District do whatever it can to get the community at the meeting to hear from  
223 them on what they want. Vice President Wallace stated that Special Districts are receiving really mixed messages  
224 on spending. The District needs to take multiple outreach options: Non-Profits, and tax paying constituents, those  
225 concerned about Special District spending. Ms. Doherty suggested a survey be sent out to the community, as it will  
226 be unrealistic to assume the District could get community wide opinion at a Board meeting. Director Hetherington  
227 suggested outreach in the local newspapers, as well as TTAD's community newsletters as they are sent to every  
228 parcel in the District. Director Van Berkem did not agree with the suggestion of a survey, but would like to see a  
229 focus group or in person interviews conducted with the heads of the local non-profits. Vice President Wallace  
230 suggested that each option that will be presented have a life cycle cost and a staffing cost.

231 It was the Board consensus to not bring back the CBR on May 27<sup>th</sup>, but for it to be brought back at a later Board  
232 meeting, due to the additional community outreach that has been requested.

233 Ms. Doherty stated that her team will put together a proposal that will include a survey, which will be driven via a  
234 mailer, e-blast, newsletters, and newspaper ads. Ms. Doherty's team will capture feedback from the non-profits via  
235 focus groups.

#### 236 **AIRPORT COMMUNITY ADVISORY TEAM (ACAT)**

237 Mr. Mike Cooke stated that ACAT did not have a quorum at the March meeting due to conflicting work schedules  
238 and vacation schedules of its members. There was a general discussion that was held as well as strategizing for the  
239 joint ACAT/Board meeting that will be held on May 12, 2015.

240 **PUBLIC COMMENT:** None

#### 241 **QUARTERLY NOISE AND OPERATION REPORT**

242 Mr. Cooke stated that the biggest change in the first quarter report is the dropping of the modifiers, historically the  
243 District has used modifiers to estimate the number of touch and go operations and transient helicopters. During  
244 the audit of operation numbers last year, staff has concluded that the use of modifiers often caused a number of  
245 errors in what is reported as accurate operations. Mr. Cooke stated that the new system accurately depicts  
246 operation numbers of touch and go and helicopter operations. Mr. Cooke stated that there was also an addition to  
247 the reports, jets over 50k pounds.

248 Mr. Cooke stated that the overall amount of comments are up in numbers, given the favorable weather that has  
249 occurred during the first quarter. Mr. Cooke also implied the ease in submitting comments online might also be  
250 contributing to the rise in comments.

251 Mr. Cooke continued to say that Jet numbers were down for the 1<sup>st</sup> quarter, but doesn't believe they will continue  
252 to be down in the 2<sup>nd</sup> quarter. Mr. Cooke presented the track images of the report. Director Hetherington asked  
253 staff about the Visual RNAV Brockway approach. Mr. Cooke stated that the RNAV was not approved by the FAA due  
254 to lack of radar coverage, and will not be published. Mr. Smith stated that he does not feel comfortable promoting  
255 the approach that has been denied by the FAA. District Counsel Brent Collinson stated that if there was an incident,  
256 the District could be named in the incident.

257 Director Hetherington stated that she would like to have a rolling 12 month report in the pie charts. Mr. Cooke  
258 stated that the rolling 12 month in the operations detail report is in tabular form. Director Hetherington also  
259 requested to see jets greater than 50k pounds broken down by weight in the reports.

260 Mr. Smith stated that Mr. Joe LaMacchia will be coming in May or June to give an update on the interrogator.

261 **PUBLIC COMMENT:** None.

## 262 **QUARTERLY COMMUNICATIONS REPORT**

263 Ms. Doherty, with Freshtracks Communications, along with Mr. Mike Barrett presented the Quarterly  
264 Communications Report. Ms. Doherty stated that the TTAD website is updated regularly and the next step for the  
265 website is to help drive people to the website using different avenues. The TTAD website received over 1,200 views  
266 from people in San Francisco. The webcam has been the most visited feature of the website, receiving over 14,000  
267 views. Ms. Doherty stated that industry standards for e-news open rate is about 35%, and TTAD's e-news stats  
268 indicates that it exceeds that standard. The District has been featured in the Sierra Sun seven times, one out of the  
269 seven articles was generated by the District. Ms. Doherty indicated that the District will be rolling out a Facebook  
270 page with its launch date of May 15<sup>th</sup>. There has been a commitment that the District's Facebook page will have  
271 four posts per week.

272 Mr. Barrett updated the Board on a few upcoming community events. The Mission to Mars summer camps will be  
273 held June 22-26 and July 20-24. Boys and Girls Club will be doing the same camp focused on the younger kids later  
274 in the year. The Truckee Tahoe AirShow and Family Festival will be held on July 11, 2015. Also, the Airport District  
275 will be hosting a family movie night in June. A movie will be shown on the lawn of the Children's park.

276 Ms. Doherty explained a new campaign called the Tranquility Campaign with its purpose to educate pilot owners  
277 and the community about flight path options with the least impacts. The campaign will publicize and promote  
278 TTAD's values. Ms. Doherty stated that they will be using local outlets for the ad campaign. There will also be a  
279 Business of the Airport Campaign which will highlight all of the studies (i.e.: Demand Driver, Safety Management,  
280 Executive Hangar, Minimum Standards, and Airspace Assessment) the District has going on.

281 Mr. Barrett presented the TTAD sponsorship list and the list of non-profits that have utilized the District's  
282 community rooms for the first quarter.

283 **PUBLIC COMMENT:** None.

284 Director Hetherington stated that the information presented was good and very much appreciated and she also  
285 suggested reaching out to the entities that have received sponsorships from the District about Hangar 3, and if they  
286 would use the space to help them raise funds for their group. Vice President Wallace stated that she likes the  
287 outreach work with the communications report.

288 **BREAK:** At 8:05 p.m. the Board recessed for a short break. At 8:10 p.m. Vice President Wallace reconvened the  
289 meeting

290 Vice President Wallace informed the Board that President Jones has ended his teleconference into the meeting, so  
291 since he is no longer participating, any motion forward would not need to be voted via roll call.

292 **UPDATE ON CALM WIND RUNWAY PROGRAM**

293 Mr. Cooke stated that this an informational item to help update Board members on the progress made on the  
294 preferred runway 02 efforts. Runway 02 is the shortest and nearest runway for most hangar tenants, it is also  
295 narrower, so it does not receive the usage the longer and wider runway receives. Mr. Cooke stated that most  
296 airports will have a calm wind or preferred runway, because there is benefit to the ease of operations for the  
297 tower, it is also used to help mitigate noise impacts for departures. There have been several efforts to get this  
298 project underway. The District has been working with the FAA on the Airport Master Record to get the specific  
299 noise abatement information and preferred calm runway suggestion of runway 02 out to the pilots. The District has  
300 made some informative airfield signs with frangible bases, which will allow for a clean breakaway if impacted by an  
301 aircraft. The District has constructed rack cards which are located in multiple areas of the terminal, for outreach to  
302 operators and flight crews. The Jeppeson flight data has been contacted regarding developing a qualifications page  
303 for the Airport and operators.

304 Mr. Cooke presented some work the District has done with some general aviation websites which promotes  
305 aviation safety, training, and technology. These websites have a wide reach, particularly in the Bay area where  
306 pilots who visit the Airport are based. The District's hope is to speak at the upcoming Mountain Flying Training  
307 Seminar where staff can spread the word about the District's noise abatement procedures, calm wind runway 02,  
308 safety hazards and other specific Airport information. The use of these emerging mediums will help promote the  
309 District's information to the younger, newer aviators and aircraft owners.

310 **PUBLIC COMMENT:** None.

311 Director Hetherington stated that she would like to see the Airport's voluntary curfew hours be consistent in the  
312 multiple areas it is listed at. Director Hetherington also inquired about runway 20 being suggested as a calm wind  
313 runway. Director Morrison stated that there might be some apprehension to promote another official calm runway  
314 as it might become difficult to instill a mantra of a dedicated runway under calm conditions. Mr. Smith stated that  
315 the discussion today is an update on runway 02 campaign. There will be more to come on the subject.

316 **REVIEW OF DISTRICT COMMUNITY SPONSORSHIP PROGRAM**

317 Mr. Smith stated that there are two programs that work with community sponsorship that has a long and storied  
318 history. Mr. Smith stated that he would like to form an Ad Hoc committee to work on an amendment to the  
319 Community Sponsorship program to help the District define what kind of sponsorships are appropriate and who  
320 the District should fund. Mr. Smith would like the committee to clarify the difference between a community  
321 sponsorship and an agency partnership.

322 Director Van Berkem stated that there is a real need in the community for funding, and it has been said by a few  
323 constituents that the District is morphing into another community foundation. Vice President Wallace doesn't  
324 agree with developing a process that is similar to a grants committee. Director Van Berkem suggested that the  
325 District only present sponsorship/partnership (high dollar) requests once a quarter or once a year. Both Director  
326 Van Berkem and Vice President Wallace both stated that they would volunteer to be on the Ad Hoc Committee.

327 **PUBLIC COMMENT:** None

328 There was Board consensus to have both Director Van Berkem and Vice President Wallace serve on the Community  
329 Sponsorship Program Policy Update Ad Hoc Committee.



330 **REVIEW OF BUDGET REQUEST PROCESS FOR THE 2015-16 FISCAL YEAR**

331 Ms. Sally Lyon stated that a Budget Input Survey form was included in the Board packet to invite the Board to  
332 suggest projects that might be included in the FY 2015/16 Budget. Ms. Lyon stated that staff would like the Board  
333 to focus on the strategic areas and objectives in the Strategic Plan to help guide their suggestions. Ms. Lyon stated  
334 that she would like the survey returned by April 30<sup>th</sup>.

335 Mr. Smith stated that District staff would like to switch from study mode to implementation mode this next fiscal  
336 year.

337 **PUBLIC COMMENT:** None.

338 **REVIEW OF TTAD ROLLING AGENDA**

339 Mr. Smith stated that the Rolling Agenda is included in the Board packet almost every month. Mr. Smith explained  
340 the Rolling Agenda, and asked the Board if they had any comments or questions regarding what is coming up in the  
341 summer months to please contact him.

342 **PUBLIC COMMENT:** None

343 Director Van Berkem suggested adding the lengthening and widening of runway 02/20 to the rolling agenda. Mr.  
344 Smith stated that he will try to find a good month this summer to agendize it. Director Van Berkem also inquired  
345 about the discussion of health insurance. Mr. Smith stated that there are housekeeping items that are not on the  
346 rolling agenda. Ms. Doherty asked about the policy on growth which was the discussion topic at the recent Board  
347 workshops.

348 **GENERAL MANAGER'S REPORT**

349 Mr. Smith stated that he added a new conference to the list of training opportunities on the GM Report: the  
350 Aviation Issues conference which will be held mid-June. Mr. Smith stated that Director Hetherington will be  
351 presenting a formal review of the conference she attended this week at next month's regular Board meeting.

352 Master Plan Ad Hoc: Mr. Smith stated that the process is moving along, the traffic study is coming and the 30 day  
353 noticing and public comment period for the CEQA document will occur in July.

354 Warehouse Office Building (WOB) Ad Hoc: Nevada County stated that they did not need to come and do a site visit  
355 for this project. Mr. Smith stated that there was a plant found in the environmental study and a possible wetland  
356 that might be due to a water leak that needs to be addressed. The month of May the District will receive some  
357 CEQA documents that the Board will need to review and approve.

358 Demand Drivers Ad Hoc: The consultant team is working on the scope of the project, and a scope price change was  
359 submitted by the consultant team. The Ad Hoc committee will need to get together and discuss the change.

360 Mr. Smith stated that the District had a consultant review the portables at Alder Creek Middle School. The District  
361 is investigating adding insulation for sound and climate control on the seven portable classrooms at the school. Mr.  
362 Smith stated that this project would be proposed as a District partnership with the School District. Vice President  
363 Wallace stated that she would like to see this project be done sooner rather than later.

364 Mr. Smith stated that he would like to start figuring out when the fall budget workshop will be held. Mr. Smith  
365 stated that a doodle will be sent out to the Board to finalize the date and time.

366 Mr. Smith gave an update on the aviation and safety roundtable discussion (part of the Safety Management  
367 System) at the District. There will be more meetings periodically in the future. Director Morrison stated that he was  
368 impressed by the interview he had with the Safety Management System consultants.

369 **PUBLIC COMMENT:** None

370 **MEMBER ANNOUNCEMENTS**

371 Director Hetherington stated that she thought the Environmental Management Conference was very interesting,  
372 and highly recommends other Board members attend when it comes around again. Director Hetherington gave a  
373 brief update on the conference, but will share a more detailed update at the May 27<sup>th</sup> regular Board meeting.

374 **ADJOURN**

375 **MOTION #2 APRIL-22-15:** Director Morrison motioned to adjourn the April 22, 2015 regular Board meeting. Vice  
376 President Wallace seconded the motion. Vice President Wallace, Directors Van Berkem, Morrison and Hetherington  
377 voted in favor of the motion. The motion passed.

378 At 9:00 p.m. the April 22, 2015 regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

DRAFT