

The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular meeting held Wednesday, April 19, 2017 in the Truckee Tahoe Airport District Community Room A, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California

CALL MEETING TO ORDER: 4:30 PM

PLEDGE OF ALLEGIANCE

DIRECTORS PRESENT: President Lisa Wallace
Vice President Rick Stephens
Director John B. Jones, Jr.
Director Teresa O'Dette

DIRECTORS ABSENT: Director Jim Morrison

STAFF PRESENT: Mr. Kevin Smith, General Manager
Mr. Hardy Bullock, Director of Aviation & Community Services
Ms. Sally Lyon, Director of Finance and Administration
Mr. Dave Hoffman, Director of Operations and Maintenance
Mr. Mike Cooke, Manager of Aviation/Community Services
Mr. Brent Collinson, District Legal Counsel
Mr. Marc Lamb, Community Relations Manager
Ms. Lauren Tapia, District Clerk

VISITORS PRESENT: 15

SPECIAL ORDERS OF BUSINESS:

Mr. Smith introduced the new Operations and Maintenance Technician, Mr. Tim Bourque.

PUBLIC COMMENT:

Mr. Andrew Terry, Truckee resident, inquired about the plane that went missing on April 16, 2017. Mr. Bullock stated the last they were seen on radar was south of Jackson Meadows. Director Jones stated that the pilot and passenger of the airplane have a hangar in Petaluma.

President Wallace requested to shift some agenda items ahead of consent. There was Board consensus to proceed.

AIRSHOW 5 YEAR CHECK-IN AND SERVICE AGREEMENT (TAB 7)

Director Jones reviewed the service agreement proposal of entering into an agreement between the District and EAA Chapter 1073, the KidZone Children's Museum, and the Truckee Optimists. Those non-profits would provide Air Show services to include planning, production, organization and implementation of the event in return for a fee of \$22,000/year per organization for a total of five (5) years.

PUBLIC COMMENT:

Dr. Pat McDonough, Civil Air Patrol Commander, expressed great support for the proposed Air Show Service Agreement.

Mr. Norm Justesen, representing the Optimist Club, stated that the club only supports local youth organizations. Mr. Justesen listed the various organizations that the club donates to, and that the club donates every penny it fundraises each year.

Ms. Carol Meagher, Executive Director of the KidZone Children's Museum, stated that the KidZone serves over 23k families a year. The museum also provides child development classes to teen parents. The funding the museum receives from the Air Show is critical and vital.

District Counsel Collinson noted that in the agreement it states that the three non-profits must use the proposed funds for local youth programs exclusively.

Fundraising has been difficult and the Air Show committee may not be able to continue. The Air Show committee researched the cost of a private contractor running the Air Show and it would be twice the proposed cost. It was staff's recommendation to move forward with the agreement.

After further deliberation there was Board consensus to move forward with the proposed Air Show service agreement.

MOTION #1 APRIL-19-17: Director Jones motioned to approve the Air Show Services Agreement between Truckee Tahoe Airport District and the EAA Chapter 1073, the KidZone Children's Museum, and the Truckee Optimists as attached. President Wallace seconded the motion. President Wallace, Vice President Stephens and Directors Jones and O'Dette voted in favor of the motion. The motion passed.

TEMPORARY SEASONAL TOWER UPDATE (TAB 10)

Mr. Bullock gave an update on the status of the Temporary Control Tower. Mr. Bullock showed images of the slab and the tower cab, which is currently in transit from Missouri. Mr. Bullock shared the updated community outreach schedule for the Temporary Control Tower. Director Jones inquired about the amount of shipping containers used for the structure. Mr. Bullock stated that the District is stacking six (6) containers which will be used for the base of the tower. Staff indicated that the project is on schedule. The Board thanked staff for their hard work.

PUBLIC COMMENT: None

RESOLUTION 2017-04 APPROVING CEQA MITIGATION MONITORING PLAN FOR THE POSSIBLE CONSTRUCTION OF THE NEW EXECUTIVE HANGARS (TAB 8)

Mr. Smith stated the District received a very strong response at the pre-bid meeting, which was held earlier today. The District has adopted a mitigation monitoring plan, which is piggy-backing off of the Mitigated Negative Declaration for the Master Plan (MND). The Master Plan's MND was adopted by the Board in June of 2016. Mr. Smith requested to continue discussing this agenda item when Mr. David Dietz returns to the meeting.

There was Board consensus to move to Consent Items.

CONSENT ITEMS

- Minutes: March 22, 2017 Regular Meeting ----- TAB 1
- Minutes: March 27, 2017 Special Meeting ----- TAB 2
- Monthly Service Bills and Fees ----- TAB 3
- Monthly Financial Report ----- TAB 4
- Quarterly Communications Report ----- TAB 5

Director Jones requested to pull the March 27, 2017 Special Meeting Minutes (Tab 2).

President Wallace requested to pull the Quarterly Communications Report (Tab 5).

MOTION #2 APRIL-19-17: Vice President Stephens motioned to approve Tab Items 1, 3, and 4. Director O'Dette seconded the motion. President Wallace, Vice President Stephens and Directors Jones and O'Dette voted in favor of the motion. The motion passed.

Director Jones noted a correction to his statement made on line 131. The correction was noted by Ms. Lauren Tapia, District Clerk.

PUBLIC COMMENT: None.

MOTION #3 APRIL-19-17: Director Jones motioned to approve Tab item 2. Director O’Dette seconded the motion. President Wallace, Vice President Stephens and Directors Jones and O’Dette voted in favor of the motion. The motion passed.

President Wallace stated that she pulled the Quarterly Communications Report to compliment the Communication Department on a job well done. Mr. Marc Lamb, Community Relations Manager, informed the Board that the District was notified earlier today that it has been awarded again, the Transparency of Excellence from the California Special Districts Association (CSDA).

PUBLIC COMMENT: None.

MOTION #4 APRIL-19-17: President Wallace motioned to approve Tab item 5. Director Jones seconded the motion. President Wallace, Vice President Stephens and Directors Jones and O’Dette voted in favor of the motion. The motion passed.

CONTINUED: RESOLUTION 2017-04 APPROVING CEQA MITIGATION MONITORING PLAN FOR THE POSSIBLE CONSTRUCTION OF THE NEW EXECUTIVE HANGARS (TAB 8)

Mr. David Dietz, with Mead & Hunt, gave an overview of the proposed Mitigation Monitoring Plan as well as the adopted MND for the Master Plan. Mr. Dietz reviewed the finding of a rare plant that may be found on site, reviewed the protocol for transplantation, and noted that the plant was not a threatened or endangered species.

PUBLIC COMMENT: Ms. Stephanie Olivieri, Truckee Resident, stated that she was unable to find the Master Plan’s MND on the District Website. Ms. Olivieri raised her concerns regarding noise and annoyance, the amount of hangars studied, potential light pollution and loss of “night sky” as well as inquired about lease rates.

Mr. Dietz responded to Ms. Olivieri’s inquiry of noise and annoyance and stated that the District does not have a FAA recognized quantifiable noise problem, therefore it did not qualify to be “mitigated” in the MND or the proposed monitoring plan. Mr. Dietz stated that the hangars would not violate “night sky” therefore there was no mitigation for it. Mr. Smith reviewed the District’s successful efforts of replacing and realigning its ramp lights, and noted that its runway lights do not stay on permanently over-night. Mr. Lamb also noted that every other light is turned on down the hangar rows at night.

President Wallace stated that many of the items that Ms. Olivieri brought forth the District is not “required” to mitigate in the plan. But that does not mean the District can’t mitigate the items on their own. President Wallace stated that in fact, many of them are currently being voluntarily mitigated.

MOTION #5 APRIL-19-17: Vice President Stephens motioned to adopt Resolution 2017-04 approving the Mitigation Monitoring Plan for the Executive Box Hangar Project under consideration by the District. Director O’Dette seconded the motion. The motion passed in roll call unanimously (4-0). Director Morrison was absent.

ACAT MEETING REPORT

Mr. Bullock, reviewed the ACAT meeting which took place the previous day. Mr. Bullock reviewed the various topics ACAT discussed and reviewed the ACAT subcommittee updates.

PUBLIC COMMENT: None.

QUARTERLY OPERATIONS AND COMMENT REPORT (TAB 6)

Mr. Cooke stated that the first quarter had many days effected by weather; there were many days with zero operations as well as days with less than twelve (12) operations. Mr. Cooke noted that there were only fifteen (15) days during the 1st Quarter that were unaffected by the weather. Mr. Cooke noted that the Month of February was impacted the most by weather; the only month that was not was the month

of March. Mr. Cooke informed the Board that NOTAMS for wingtip clearances limited larger aircraft during the 1st Quarter and that monitoring systems were adversely affected by the weather as well.

Mr. Cooke stated that comments were made by 24 households, and that there were six (6) new commenters in the first quarter. Mr. Cooke noted that Piston and Turboprop departures generated the most comments. Director Jones noted that there were 48 comments in March, but that 32 of 66 comments (for the quarter) came from two (2) households.

PUBLIC COMMENT: None

President Wallace noted that staff has taken feedback from the Board Workshop regarding retooling operation charts to make it more digestible for the public.

STAFF AND DIRECTOR CONFERENCE ATTENDANCE REPORTS

Staff reviewed their presence at conferences they attended over the last month.

PUBLIC COMMENT: None

GODBE RESEARCH FOR 2017 COMMUNITY SURVEY METHODOLOGY AND FRAMEWORK (TAB 9)

Mr. Lamb reviewed where the Board left off from last month and the final question options for the 2017 Community Survey.

PUBLIC COMMENT:

Mr. Terry noted another option that was not presented; not adding the final question, which would make the survey shorter and cheaper.

Board discussion ensued regarding which question option they preferred. There was board consensus to not add the final question to the survey.

GENERAL MANAGER REPORT (TAB 9)

- Upcoming Training and Conference Opportunities

Mr. Smith reviewed the upcoming training and conference opportunities for the Board and District staff.

- Warehouse Office Building Committee

Mr. Smith stated that the WOB is complete and that the Ad Hoc committee met last week. Mr. Smith discussed the WOB open house which will be taking place on April 27th from 6-8 PM.

- Non-Aeronautical Land Use Committee

Mr. Smith stated that staff is currently scheduling a day and time for an ad hoc meeting. The appraisal is in and ready for the committee to review.

- GHG Inventory Study Committee

The District has received the last of the Airport tenant surveys. Mr. Smith stated that in either June or July the draft study will be presented to the Board for review.

- Economic Impact Study Committee

Mr. Smith noted that the next element of the report is a ramp survey and surveying the local hangar tenants. The consultants want good data, so the surveys will take place in months when weather isn't impacting the airport.

- Airshow Check in Committee

Presented earlier in the meeting.

- Regional Housing Committee

Mr. Smith noted that this committee has been very active. Vice President Stephens noted he has held meetings regarding three potential projects in the Tahoe Basin, one in Tahoe Vista, and two in Tahoe City. Vice President Stephens also stated that the Regional Housing Council will be having a “kick off” event on April 29th from 8-11 AM at Truckee High School.

- Hangar 2 – Next Steps

Mr. Smith reviewed a new rendering of Hangar 2. President Wallace stated that the new rendering is heading in a better direction than the previous renderings.

PUBLIC COMMENT:

Mr. Jim Wilkinson, Truckee Resident and owner of Mountain Lion Aviation, stated that he has several employees where the housing shortage has effected them. Mr. Wilkinson stated that he is encouraged to see the District’s involvement in finding a solution with the Regional Housing issue. Mr. Wilkinson also agrees with President Wallace’s sentiment of the new rendering of Hangar 2.

- Watercraft Inspection Station - Update

Mr. Smith stated that the District hopes to repeat what happened last year, but with less headaches. There will be additional signage as well as additional contracted employees and that combination will hopefully make for a smoother inspection season.

- Presentation to Reno Tahoe International Airport – Update

Mr. Smith reviewed his positive experience giving a presentation about the Truckee Tahoe Airport to the Reno Tahoe International Board of Trustees.

- Upcoming Meeting Schedule

Mr. Smith reviewed the upcoming meeting schedule.

PUBLIC COMMENT: None

BOARD MEMBER ANNOUNCEMENTS

None.

ADJOURN TO CLOSE SESSION – 6:38 PM

- GOVERNMENT CODE SECTION 54957 - GENERAL MANAGER SEMI-ANNUAL PERFORMANCE REVIEW

Director Jones left closed session at 7:00 PM

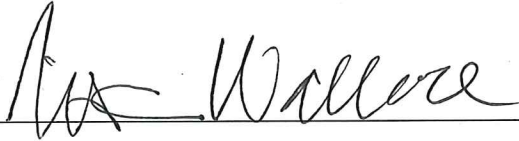
Board adjourned out of Closed Session at 7:18 PM

Direction was given to staff. There was Board consensus that Mr. Smith, General Manager, is meeting the standards and goals of his position.

MOTION #6 APRIL-19-17: Director O’Dette adjourn the meeting. Vice President Stephens seconded the motion. President Wallace, Vice President Stephens and Director O’Dette voted in favor of the motion. The motion passed.

At 7:20 p.m. the April 19, 2017 regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

Lisa Wallace, President of the Board

Handwritten signature of Lisa Wallace in black ink, written over a horizontal line.

Kevin Smith, Secretary of the Board

Handwritten signature of Kevin Smith in blue ink, written over a horizontal line.
