

The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular meeting held Wednesday, June 24, 2015 at the Truckee Tahoe Airport District Community Room, 10356 Truckee Airport Road, Truckee, California at 4:30 p.m.

CALL MEETING TO ORDER: 4:34 p.m.

DIRECTORS PRESENT: President John B. Jones Jr.
Vice President Lisa Wallace
Director Mary Hetherington
Director Tom Van Berkem

DIRECTORS ABSENT: Director Jim Morrison

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

VISITORS PRESENT: 5

SPECIAL ORDERS OF BUSINESS: Mr. Hardy Bullock announced that Mr. Kevin Smith was awarded the Accredited Airport Executive certification. Mr. Smith stated that Ms. Lauren Tapia completed the North Lake Tahoe-Truckee Leadership Program.

PUBLIC COMMENT: None.

CONSENT CALENDAR

- Minutes: May 12, 2015 Special Joint Meeting
- Minutes: May 27, 2015 Special Meeting
- Minutes: May 27, 2015 Regular Meeting
- Monthly Service Bills and Fees
- Financial Report
- Truckee Roundhouse Makers Space Update
- Skydive Truckee Lake Tahoe Update

Director Mary Hetherington requested to pull Tab 3, the May 27, 2015 Regular Meeting minutes.

PUBLIC COMMENT: None.

MOTION #1 JUNE-24-15: Director Hetherington motioned to approve the May 12, 2015 Special Joint Meeting minutes, May 27, 2015 Special Meeting minutes, Monthly Service Bills and Fees, Financial Report, Truckee Roundhouse Makers Space Update, and the Skydive Truckee Lake Tahoe Update. Director Van Berkem seconded the motion. President Jones, Vice President Wallace, Directors Van Berkem, and Hetherington voted in favor of the motion. The motion passed.

Director Hetherington requested to reopen the consent items and pull tab items two and three, the May 12, 2015 Special Joint Meeting minutes, and the May 27, 2015 Special Meeting minutes.

Director Hetherington stated corrections and changes to the May 12, 2015 Special Joint Meeting minutes, May 27, 2015 Special Meeting minutes, and the May 27, 2015 Regular Meeting minutes. The corrections and changes were noted.

PUBLIC COMMENT: None

MOTION #2 JUNE-24-15: Director Van Berkem motioned to approve the May 12, 2015 Special Joint Meeting minutes as amended, May 27, 2015 Special Meeting minutes as amended, and the May 27, 2015 Regular Meeting Minutes as amended. Director Hetherington seconded the motion. President Jones, Directors Van Berkem, and Hetherington voted in favor of the motion. Vice President Wallace abstained. The motion passed.

CAL FIRE/WADDLE RANCH PRESCRIBED BURN DISCUSSION

President Jones stated that Cal Fire could not make the meeting, and that the discussion item has been deferred to a later date.

PUBLIC COMMENT: None.

AIRPORT COMMUNITY ADVISORY TEAM

The ACAT team had one action item at their June 9th regular meeting, which was the Mountain Top AWOS. The ACAT team approved the project to forward on to the Board of Directors. Mr. Bullock stated that ACAT discussed the Trails subcommittee work. Member Tom Combs updated the group on the Trails Master Plan progress with anticipated action and deliverables from the Truckee Trails Foundation by July or August of 2015. The Managed Growth Subcommittee is awaiting the demand drivers study work. The Noise Monitor subcommittee had nothing to report, but is still in progress. For the Night Operations subcommittee, Vice Chair Deborah Croyle requested updates from Staff on details related to previous meetings. Staff provided requested details on changes to the voluntary curfew and the prior permission request concept for night operations. Mr. Bullock stated that Member Leigh Golden asked that the 100LL self-serve air hose be extended by 40 feet for safety.

PUBLIC COMMENT: None.

AIRSHOW UPDATE

Mr. Smith updated the Board on the upcoming AirShow. There will be a lot of airplanes on show, and there was success with the US Military, as a Blackhawk and a C130 will be at the airshow. The Airport District will be hosting a Chamber mixer the night before the AirShow; all Board Members are invited. There will be two short demonstrations that evening for mixer attendees. Board Members will receive wrist bands to the VIP tent for the AirShow, and VIP tickets are available for the public to purchase.

PUBLIC COMMENT: None.

MOUNTAIN TOP AUTOMATED WEATHER OBSERVATION STATION (AWOS)

ACAT Member Combs gave a presentation on the Mountain Top AWOS feasibility study. Member Combs stated that the Board should consider a Mountain Top AWOS station for two reasons, weather and traffic safety. There is no certified FAA weather station within 500 miles along the Sierra Crest. Member Combs stated that District staff did a traffic analysis of flight traffic over the crest over a five month period and set up a gate. Within those five months, from Alpine Meadows to Donner Pass, and vertically from the crest to 15,000 feet in elevation, 2,200 flights came into and out of the airport. This excludes traffic passing through that gate with a different destination (transient traffic).

Member Combs presented three different types of AWOS weather stations (AWOS I, II, and III). All three stations have automated voice. Member Combs stated that the subcommittee spoke with several agencies (National Weather Service, Desert Research Institute, Colorado DOT, FAA, various vendors, and Squaw Valley/Alpine

Meadows) for additional information. Member Combs shared two possible locations for the AWOS station, either Ward Peak at Alpine Meadows or near the Siberia Chair at Squaw Valley, USA. After much evaluation and conversations with Squaw Valley/Alpine Meadows and other agencies, the Alpine Meadows site (Ward Peak) and a Type III AWOS is preferred. Member Combs stated that equipment costs could range from \$50,000 - \$70,000; installation will double the price, and yearly inspections would cost around \$5,000/year. Member Combs expressed that should direction be given to proceed, the subcommittee would like to obtain permission and an MOU with Squaw-Alpine, obtain approval from the Forest Service, submit FAA and FCC applications and to develop a RFP for the project.

President Jones inquired if the mountain top AWOS station would be able to relay weather information that is occurring at the airport as well as information on the crest. Mr. Bullock stated that the FAA will not allow an airport to have more than one weather reporting location, therefore Airport weather information would not be able to be remoted up to the AWOS on the crest.

PUBLIC COMMENT: None.

Director Van Berkem questioned why the FAA site at Squaw was not considered, since it is a VOR. Member Combs stated that the FAA site is maxed out, and would need a whole new platform installed. Director Hetherington questioned why the FAA does not have any weather stations on the crest. Member Combs stated that the crest is challenging as there are not many flights over the crest, and there is a lot of restricted airspace further south. There are a large amount of flights over Donner Summit, as it is the trans-sierra corridor for lower flying aircraft. Mr. Bullock responded to Director Hetherington's question stating that Cal DOT and aeronautics is not as robust as it is in other states (i.e.: Colorado), it is heavily dependent on the state you are operating in.

Vice President Wallace stated that she likes the idea of a mountain top AWOS station, but would like to discuss cost sharing by the agencies that would benefit by the station (ie: Desert Research Institute, KSL, NWS, DOT, etc.). Member Combs stated that the discussion of cost sharing can take place. Vice President Wallace also stated that she would like to hear thoughts regarding what the MOU would consist of. Member Combs stated that the subcommittee has not discussed specifics of the MOU. Director Hetherington stated that the next steps will help define cost sharing and agreements with other agencies. President Jones stated that he would like to see the subcommittee move forward, would like to see a potential lease agreement with KSL, and have some funding agreements with the other entities and agencies that would benefit from the AWOS.

MOTION #3 JUNE-24-15: President Jones motioned the mountain top AWOS subcommittee to move forward and develop a RFP. Director Van Berkem seconded the motion. President Jones, Vice President Wallace, Directors Van Berkem, and Hetherington voted in favor of the motion. The motion passed.

PUBLIC HEARING FOR TTAD'S CONFLICT OF INTEREST CODE

At 5:36 p.m. President Jones opened the public hearing for TTAD's Conflict of Interest Code.

District Counsel Brent Collinson stated that this is a housekeeping item. Back in February of 2014, in compliance with the FPPC requirements, the Board adopted a Conflict of Interest Code and submitted it to the FPPC. The FPPC then asked for some changes (i.e.: change of terminology, and description of the disclosure categories). Staff has posted notices of the public hearing, published the notice in the local paper, and given notice to the impacted employees and consultants. District Counsel Collinson asked if there were any written comments in response to the public notices. Mr. Smith replied that no written comments have been received.

PUBLIC COMMENT: None

Seeing no public comments; at 5:37 p.m. President Jones closed the public hearing for TTAD's Conflict of Interest Code.

MOTION #4 JUNE-24-15: Vice President Wallace motioned to adopt the Conflict of Interest Code effective June 24, 2015. Director Hetherington seconded the motion. President Jones, Vice President Wallace, Directors Van Berkem, and Hetherington voted in favor of the motion. The motion passed.

RED HAWK CESSNA 172 DIESEL/JET A AIRCRAFT DEMONSTRATION DISCUSSION

Mr. Bullock stated that diesel aircraft technology has been out for several years. They burn Jet A and are considered cleaner, greener and quieter. Mr. Bullock stated that today's demonstration was to see if the aircraft was truly quieter. Mr. Bullock stated that noise consultants HMMH were on site and around the community to gather technical noise measurements. The last final segment of the demo has been rescheduled for the morning of June 25, which will be an in-trail demonstration.

Mr. Bullock stated that the Red Hawk Diesel aircraft was noticeably quieter than 68F. Mr. Smith stated that his back yard was a noise measuring site (his back yard is on downwind for runway 29) and that the Red Hawk was about 10 decibels quieter than 68F.

Director Van Berkem stated that he was outside of UNICOM for the touch and goes, and the diesel aircraft seemed quieter. Director Van Berkem stated that when he was taken up for a flight, it was noticeably quieter inside the aircraft.

Director Hetherington stated that she was at the Airport the entire day, and inquired about the timing of the last demonstration that will be taking place on June 25th. Mr. Bullock stated that he will be able to have an exact time after the Board meeting. Director Hetherington stated that the diesel aircraft is different sounding and is curious about finding out the technical noise measurements from HMMH.

PUBLIC COMMENT: None.

GENERAL MANAGER'S REPORT

Mr. Smith stated that he added an additional training opportunity to his General Managers Report, the ACI-NA National Airports Conference in Long Beach, CA, October 4-7.

Mr. Smith stated that work continues for CEQA for the Master Plan. Staff anticipates consideration and potential approval of the Mitigated Negative Declaration (MND) and adoption of the Master Plan at the August 26th Board Meeting.

Mr. Smith stated that the development permit has been submitted to Nevada County for the warehouse/office building (WOB). Mr. Smith stated that Nevada County has been very supportive and staying within our timeline. The development review committee meeting was held on June 3rd. Staff and consultants are finalizing remaining submittal requests to start the CEQA comment period. The Planning Commission meeting is tentatively scheduled for August with the Board of Supervisor's final approval in September.

The outreach campaign for Hangar 3 has begun. Ms. Seana Doherty, with Freshtracks Communications, was able to reach 50 local non-profits. Staff anticipates bringing a full report with outreach results to the Board at the July Board meeting. Vice President Wallace stated that if any of the community groups feel strongly about a particular hangar option, she would like to see their presence at the July meeting, or send letters to the District.

The scope has been completed for the Demand Drivers study. Staff and consultants are working on the language for user surveys in preparation for an Ad Hoc Committee approval. Mr. Bullock stated that staff is having a difficult time getting ahold of the academic professionals that have been commissioned to do the oversight of the questions. User survey work is planned to begin in July.

Mr. Smith stated that the Sponsorship Policy Revision Ad Hoc committee is meeting on June 30th. Draft language is out to the Ad Hoc committee. Discussion about the policy will take place at the meeting.

Staff is working with Surf Air on a new Operating Lease Agreement. Staff anticipates bringing this item to the Board at the July Board meeting. The potential new lease agreement is much more favorable to the airport than what the District currently has. Director Hetherington inquired about Surf Air's weekly operation numbers. Mr. Bullock stated that Surf Air has 11-14 flights per week, which can change on demand and load. If their planes are empty, they do not fly. Director Hetherington inquired if there are people who are choosing to fly Surf Air rather than other chartered operators. Mr. Bullock stated that there has been a dramatic reduction with JetSuite since Surf Air began to operate at the Airport. Mr. Smith stated that we could eventually see a Truckee to Las Vegas flight in the future.

Tahoe Expedition Academy is proposing to construct a campus just south of the Airport. There are no required Airport District approvals for this project; however, the Truckee Tahoe Airport Land Use Commission will review their proposal to consider land use compatibility. District staff attended the June 17th workshop, where 8-10 people attended the daytime workshop. Most of the concerns that were brought up centered on traffic. Mr. Smith stated that he does not have any concern about the project from an airport perspective. Director Hetherington stated that the Alder Creek Middle School sound insulation analysis is a good example of needing to place sound recommendations into the compatibility plan.

Mr. Smith stated that the Primary Management and Control Document study has not formally been kicked off yet. More information and a schedule will be provided to the Board.

The safety assessment gap analysis has been completed and is under staff review. Mr. Doug Downey from Convergent will be onsite from June 29 through July 2, and will be doing roundtable exercises primarily aimed at airshow risk management and response. Mr. Downey will also attend a Skydiving/Soar Truckee safety meeting. A final presentation is expected at the August Board meeting.

The next budget workshop has been confirmed for August 26, 2015. The meeting will be from 2:00 – 4:00 p.m., followed by a regular Board Meeting at 4:30 p.m.

PUBLIC COMMENT: None.

MONTHLY OPERATIONS AND COMMENT REPORT

Mr. Mike Cooke stated comments for May of 2015 were up. There is something unusual to note for the last few months, the jet operators have been following a very vague Jeppeson chart that has been interpreted that all traffic to all runways is right traffic. Staff has reached out to all local operators regarding the chart. Staff received word that the chart has been fixed by Jeppeson in the last publication cycle.

Mr. Cooke stated the tempo of operations in the month of May drove callers to complain multiple times, as comments came in clusters of two and three, indicating the repetitive nature of operations were a primary influence. Eight of the ten commenters are regular commenters. All commenters either received email confirmations or telephone calls, and staff made itself available for further details and follow up to all commenters. The highest number of comments per household for May was eight, representing arrivals to runway 20.

5 of the 30 operations were identified as non-compliant. One operation could not be attributed to a flight track. Staff made efforts to reach out to operators on all non-compliant and several compliant operations. Weekend outreach on the ramp began in May, and staff is making an earnest effort to engage crews on the field with the Noise Abatement Procedures (NAP) information. Mr. Cooke stated that Mr. Jon Van Roo, Aviation and Community Services Associate, has been the employee on the ramp conducting the weekend outreaches.

PUBLIC COMMENT: None.

Vice President Wallace inquired about Mr. Van Roo's flying experience. Mr. Cooke stated that Mr. Van Roo does not have formal flying experience. Vice President Wallace asked how his experience has been since he is a non-pilot. Mr. Smith stated that he has had significant training and understands the message the District wants to be

conveyed on the ramp. Mr. Smith also mentioned that Mr. Van Roo is not the only employee doing pilot outreach. Other staff including Mr. Smith, Mr. Bullock and Mr. Cooke conduct pilot ramp outreach.

BOARD MEMBER ANNOUNCEMENTS

Director Hetherington stated that she received a thank you note from Mr. Jerry Blackwell, for the District's support with the opening of the new Donner Memorial.

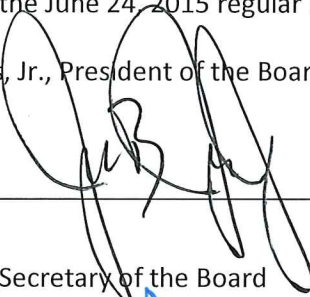
PUBLIC COMMENT: None.

ADJOURN

MOTION #5 JUNE-24-15: Vice President Wallace motioned to adjourn the June 24, 2015 regular Board meeting. Director Van Berkem seconded the motion. President Jones, Vice President Wallace, Directors Van Berkem, and Hetherington voted in favor of the motion. The motion passed.

At 6:35 p.m. the June 24, 2015 regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

John B. Jones, Jr., President of the Board



Kevin Smith, Secretary of the Board

