

The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular meeting held Wednesday, May 23, 2018 in the Truckee Tahoe Airport District Community Room A, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California

CALL MEETING TO ORDER: 4:31 PM

PLEDGE OF ALLEGIANCE

DIRECTORS PRESENT: President Rick Stephens
Director Lisa Wallace
Director John B. Jones, Jr.

DIRECTORS ABSENT: Vice President Jim Morrison
Director Teresa O’Dette

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

VISITORS PRESENT: 18

SPECIAL ORDERS OF BUSINESS:

Mr. Smith introduced Mr. Rick Anzar’s family to the Board of Directors. President Rick Stephens read Resolution 2018-07 expressing appreciation to Mr. Rick Anzar.

PUBLIC COMMENT: Mr. Smith expressed thanks to Mr. Anzar’s family on behalf of the entire staff of TTAD. Mr. Smith stated that he is grateful for the wonderful service Mr. Anzar provided to the airport during his employment with TTAD.

Ms. Shire Anzar, Mr. Anzar’s wife, thanked the Board and staff. Ms. Anzar stated that Mr. Anzar loved his job and he loved his coworkers. Ms. Anzar noted that since Mr. Anzar’s passing, all of the employees at TTAD have been like family supporting her through this difficult time.

MOTION #1 MAY-23-18: President Stephens motioned to approve Resolution 2018-07 expressing appreciation to Mr. Rick Anzar. Director Wallace seconded the motion. President Stephens – Yes. Director Jones – Yes. Director Wallace – Yes. Director O’Dette – Absent. Vice President Morrison – Absent. The motion passed via Roll Call vote.

PUBLIC COMMENT:

Girl Scout Troop 774 reviewed a presentation of their STEM learning trip to Southern California, which was partially funded by TTAD’s community sponsorship program.

Mr. Mark Wasley, representing AYSO, thanked the Board for the Community Sponsorship funds they received from the District.

CONSENT ITEMS

- Minutes: April 25, 2018 Regular Meeting ----- TAB 1
- Monthly Service Bills and Fees ----- TAB 2
- Repeal of Outdated Policy Instructions ----- TAB 3

District Counsel Collinson requested to pull Tab 1, March 28, 2018 regular Meeting Minutes. District Counsel Collinson stated his changes the minutes. Ms. Lauren Tapia, District Clerk, noted the changes.

PUBLIC COMMENT: None.

MOTION #2 MAY-23-18: Director Jones motioned to approve Tab Items 1 – 3. Director Wallace seconded the motion. President Stephens, and Director Jones, and Wallace voted in favor of the motion. The motion passed.

BGCNLT – CONSIDERATION OF CONTRACT RENEWAL FOR EDUCATION AND SPECIAL EVENT SERVICES (TAB 4)

Ms. Stephanie Arroyo, Development Director with BGCNLT, addressed the Board with a presentation that reviewed the background of BGCNLT and TTAD’s relationship over the last three years, the summer programs the club has slated for this summer, and the club’s desire to hire another STEM Coordinator for the Truckee area, with targeted programs to service Alder Creek Middle School (Scenario B: funding request for \$80,000 annually for three (3) years).

President Stephens thanked Ms. Arroyo for her presentation and noted that he is in favor of supporting Scenario B. Director Wallace also thanked Ms. Arroyo and the support BGCNLT has provided TTAD and the community for the last three years.

PUBLIC COMMENT: None.

MOTION #3 MAY-23-18: Director Wallace motioned to approve funding of Scenario B: \$80,000 annual for Three (3) Years, expiring July 31, 2021 for a total of \$240,000. President Stephens seconded the motion. President Stephens, and Director Jones, and Wallace voted in favor of the motion. The motion passed.

PROJECT MANA AND TRU FC – WAREHOUSE NON-PROFIT LEASE DISCUSSION (TAB 5)

Ms. Deidre Ledford, Executive Director of Project MANA, reviewed their presentation to the Board of Directors, which included a brief history of Project MANA, their Mission Statement, current programs, service area and their financial statistics for FY 16/17. Ms. Ledford reviewed food insecurity of the area and the future growth of Project MANA and what the extra warehouse space would provide to the group.

PUBLIC COMMENT: None.

Ms. Marilyn Moon, volunteer with Project MANA, stated that she has worked with Project MANA for the last 15 years, at one point she was a community member that received help from Project MANA. Ms. Moon expressed appreciation for possible space at the District.

Mr. Tom Conk, Treasurer of Project MANA, stated that he has a deep history working for food pantries. Mr. Conk expressed that if Project MANA is granted extra space, they will be able to reach more people in the community.

This agenda topic will continue when TRU FC is in attendance.

ANNUAL ARFF PRESENTATION – TRUCKEE FIRE PROTECTION DISTRICT

Chief Bill Seline, Chief of Truckee Fire Protection District (TFPD), reviewed their annual ARFF Presentation for the Board of Directors. The report gave an overview of the Truckee Fire Protection District, Engine 96 (ARFF Truck) statistics for 2017/18, and a TFPD personnel training update. The Board collectively thanked Mr. Seline for his presentation.

PUBLIC COMMENT: None.

PROJECT MANA AND TRU FC – WAREHOUSE NON-PROFIT LEASE DISCUSSION – CONTINUED (TAB 5)

Mr. Jeff Couenhoven, Vice President of Truckee River United Futbol Club, reviewed the club's objectives for the use of the indoor warehouse space. Discussion ensued regarding the total amount of youth that play soccer in the area, facility hours of operation, the club's funding information, training regimens the space would be able to provide for the club, as well as their relationship with other sports organizations that would accommodate when the club is not using the space.

PUBLIC COMMENT:

Mr. Wasley, Board Member of AYSO, stated that TRU FC and AYSO are different, but a lot of the kids that participate with TRU FC came from AYSO. Field space in the community is sparse, so additional space is greatly needed (especially indoor space).

Mr. Paul Manafort, community member, stated that he has had children who play soccer, and noted that athletic competitive development aids in their future. Is in support for possible indoor warehouse space for the club.

Ms. Breanna Lopez, Teacher with TTUSD, stated that the benefit of our local children being involved in sports is huge. Expressed support for the possible indoor warehouse space for the club.

Mr. Bullock reviewed the floor plan of the warehouse space. As well as the permitting process and needs regarding the uses that were reviewed tonight. Mr. Bullock discussed a potential issue that may come up with the county regarding the shared bathroom.

Director Wallace indicated that she would like further information brought back regarding the forgoing revenue of this particular warehouse space. Director Jones agreed with Director Wallace, and noted that the District needs to run a healthy airport, the Board needs to know how much this would impact the Warehouse revenue. The Board indicated that they like the concepts as presented. As they become fully developed, the Board encouraged the groups to come back and present again.

AIR SHOW UPDATE

Mr. Smith stated that the Air Show lost the commitment of the Red Bull Helicopter, but it was replaced with a different performer. The Committee is continuing to see a lot of good energy from military aircraft. Mr. Smith noted the Emergency Management meeting which will be taking place on June 5th. It was also noted that the show is on budget and on schedule.

PUBLIC COMMENT: None.

ACAT MEETING REPORT

Mr. Bullock stated that the ACAT committee did not have a quorum for the month of April. There is no report to give this month.

PUBLIC COMMENT: None.

MONTHLY OPERATIONS AND COMMENT REPORT (TAB 6)

Mr. Cooke reviewed the monthly operations and comment report for the month of April. Mr. Cooke stated that only 4 days in the month of April was affected by weather. There were 1,519 operations. Piston Operations were up and helicopter operations were down. The Pilatus, Cessna, and Cirrus continue to be the most frequent operators by model.

There were 45 comments for the month of April, which are up by 24 comments compared to April of 2017. There were 13 households that made comments from seven neighborhoods. There was one new commenter. Mr. Cooke noted that one commenter made 15 comments. There were zero complaints associated to night operations.

Director Jones expressed concern over the increase in public commenters.

PUBLIC COMMENT: None.

MONTHLY FINANCIAL REPORT (TAB 7)

Mr. Sean Holmes, Staff Accountant, reviewed the Quarterly Financial Report, for the three months ended March 31, 2018. President Stephens requested that the Warehouse Office Building (WOB) have their own income statement, and requested to have an income statement developed for the Warehouse Space as well for 2017. Director Jones mentioned that performance for these facilities is included in the monthly financial report and wondered if that is unnecessary busy work for staff. Mr. Smith inquired if you also want Statements for Hangar 1, Warehouse, Care Flight, etc. President Stephens stated that he felt these reports would be useful but was fine with income statements for the WOB only and to start with 2017 performance and would like to see them quarterly. Mr. Smith indicated that annual reports would not be a problem and that they can provide the 2017 Statement before the next Board Meeting.

PUBLIC COMMENT: None.

There was Board consensus to accept the Monthly Financial Report as presented by Mr. Holmes.

STAFF AND DIRECTOR CONFERENCE ATTENDANCE REPORTS

None to report.

PUBLIC COMMENT: None.

SUMMER PAVEMENT AND CAPITAL PROJECTS - UPDATE (TAB 8)

Mr. Dave Hoffman, Director of Operations and Maintenance, reviewed the list of Summer Pavement and Capital Projects for the Board of Directors.

PUBLIC COMMENT: None.

There was Board consensus to accept the list of Summer Pavement and Capital Projects as presented by Mr. Hoffman.

REVIEW OF NEW NOISE OFFICE PROTOCOLS FOR SUMMER OF 2018 (TAB 9)

In preparation for the summer peak operational period, Mr. Bullock reviewed the new Noise Office protocols for the Summer of 2018. Mr. Bullock highlighted the deliverables of the noise office as well as the new comment process that will be conducted this summer. There was Board consensus to accept the protocols as presented by Mr. Bullock.

PUBLIC COMMENT: None.

GENERAL MANAGER REPORT (TAB 15)

- Upcoming Training and Conference Opportunities

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

- Non-Aeronautical Land Use Committee

Mr. Smith noted that the committee met on May 6th. They discussed the T-TSA Land Transfer as well as pros and cons of the proposed SCIP Assessment District to fund Soaring way and Joerger Drive improvements. There was agreement that the SCIP proposal had merit. Next steps will be discussed regarding the zone change applications and the Town General Plan.

- GHG Inventory Study Committee

Mr. Smith stated that an update will be given in June.

- Economic Impact Study

The project has had movement with the State of California and EPS is currently receiving the much anticipated tax data. This is the last step to finish the draft study in preparation for committee review. Staff anticipates the final report and presentation mid-summer.

- Hangar 2 Design & Programming

Staff met with Mountain Lion Aviation on May 11th to discuss programming and budget needs. Significant progress has been made on viable options. Staff will be discussing price and terms during closed session tonight.

- Regional Housing

The Lazando property is in vertical construction with exterior framing and sheeting. The first units should be complete by late summer or early fall. Director Stephens updated the Board regarding some activity on potential projects in the Tahoe Basin.

- Soar Truckee Ad Hoc Committee

Mr. Smith noted that the committee had its first meeting on May 3rd. Staff anticipates to bring a revised lease agreement with Soar Truckee at the June 2018 Board meeting.

- Employee COLA Adjustment Update

Mr. Smith briefly discussed the upcoming COLA which will be presented at the June Board meeting.

- Tenant CPI Adjustment Update

Mr. Smith stated that CPI adjustments are due per the District's lease agreements for hangar tenants on September 1st. More information on the subject will be discussed later in the summer.

- Summer Board Meeting Schedule

Mr. Smith reviewed the summer Board meeting schedule.

- Rolling Agenda

Mr. Smith reviewed upcoming items and planned agendas for future meetings as reflected in the Rolling Agenda.

PUBLIC COMMENT: None

CLOSED SESSION

- GOVERNMENT CODE SECTION 54954.5. - CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - Property: APN 19-440-81, APN 49-040-24 and 25, APN 49-040-11
 - Agency negotiator: Kevin Smith, General Manager
 - Negotiating parties: Truckee Tahoe Airport District and Tahoe-Truckee Sanitation Agency
 - Under negotiation: Price and Terms of Payment
- GOVERNMENT CODE SECTION 54954.5. - CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - Property: Proposed site of Hangar 2; 10356 Truckee Airport Road, Truckee, CA 96161
 - Agency negotiator: Kevin Smith, General Manager
 - Negotiating parties: Truckee Tahoe Airport District and Mountain Lion Aviation
 - Under negotiation: Price and Terms of Payment

PUBLIC COMMENT: None

ADJOURN TO CLOSED SESSION – 7:49 PM

Director was given to staff.

PUBLIC COMMENT: None

ADJOURN

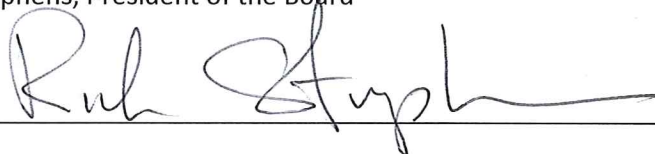
PUBLIC COMMENT: None

MOTION #4 MAY-23-18: President Stephens motioned to adjourn the meeting. Director Wallace seconded the motion

At 8:32 p.m. the May 23, 2018 regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

THIS SET OF MINUTES IS A CONDENSED VERSION OF THE MAY 23, 2018 REGULAR BOARD MEETING. TO WATCH THE MEETING IN ITS ENTIRTY, IT CAN BE FOUND HERE UNDER "BOARD MEETING ARCHIVES":
<http://ktrk-live.s3-website-us-west-2.amazonaws.com/>

Rick Stephens, President of the Board



Kevin Smith, Secretary of the Board