

The following is a condensed version of the TRUCKEE TAHOE AIRPORT DISTRICT AIRPORT COMMUNITY ADVISORY TEAM (ACAT) regular meeting held Tuesday, March 12, 2019 in the Truckee Tahoe Airport District Community Room A, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California

**CALL MEETING TO ORDER:** 9:15 AM

**PLEDGE OF ALLEGIANCE**

**MEMBERS PRESENT:** Chair Leigh Golden  
Member David Diamond  
Member Lynne Larson  
Member Stacy Caldwell  
Member Paul Fast  
Member Kat Rohlf

**STAFF PRESENT:** Mr. Hardy Bullock, Director of Aviation and Community Services  
Ms. Sally Lyon, Director of Finance and Administration  
Mr. Marc Lamb, Community Relations Manager  
Ms. Lauren Tapia, Human Resource Manager/District Clerk

**VISITORS PRESENT:** None

**SPECIAL ORDERS OF BUSINESS:** Member Fast indicated that he will be stepping down from ACAT due to his increased duties and commitments with the United States Air Force. Mr. Bullock stated that there will be a search to replace Member fast here in the coming months.

**PUBLIC COMMENT:** None.

**CONSENT ITEMS**

- Minutes: January, 15, 2019
- Minutes: February 12, 2019

Member Larson requested to have her first name corrected in the minutes.

**PUBLIC COMMENT:** None.

**MOTION #1:** Member Caldwell motioned to approve the January and February ACAT Minutes. Member Larson Seconded. Chair Golden, and Members Diamond, Larson, Caldwell, Fast, and Rohlf voted in favor of the motion. Motion passed.

**CY 2018 ACAT BUDGET OVERVIEW**

Ms. Lyon, Director of Finance and Administration, reviewed ACAT's 2018 budget, specifically addressing the questions identified by ACAT members at the February meeting. There was member consensus to have quarterly budget reports given to ACAT either by Mr. Bullock or the Director of Finance and Administration.

**PUBLIC COMMENT:** None.

**DISTRICT EFFORTS TO WORK WITH OTHER AGENCIES RELATED TO EMERGENCIES – MEMBER LARSON**

Mr. Bullock noted that Member Larson requested to have this topic discussed with ACAT. Member Larson inquired if the ACAT Members are interested in participating and becoming more involved with the Fire Wise community groups. Mr. Bullock reviewed how the District plays its part in various types of emergency situations and its involvement in the emergency plan with the Town of Truckee. There was member consensus to have a representative from Fire Wise and from the Truckee Fire Protection District to discuss what the proper roll the District may have regarding fire prevention and education.

**BREAK:** 10:32 AM – 10:37 AM

**2019 COMMUNICATIONS OVERVIEW PRESENTATION – MARC LAM**

Mr. Lamb reviewed the Quarter 4 Communications Report which was presented to the Board of Directors at the January Board meeting.

**PUBLIC COMMENT:** None

**EFFECTIVE MEETING PROTOCOLS**

Mr. Bullock played a video regarding Good Chairman Conduct of Public Meetings, from Roberts Rules of Order. There was Member discussion regarding the long length of ACAT meetings and the need to have agenda topics assigned time allotments to help make the meetings more efficient. There was member consensus to add timed topics to the agenda.

**PUBLIC COMMENT:** None.

**UC DAVIS NOISE SYMPOSIUM PRESENTATION**

There was Member consensus to have this presented at the next scheduled ACAT meeting.

**JOINT ACAT/BOARD MEETING**

Ms. Tapia reviewed with Chair Golden about needing to get together with President Stephens to craft the Agenda and its topics for the Joint meeting. Chair Golden acknowledged his responsibilities

**SUB COMMITTEE REPORTS**

**AIRPORT TRAIL NETWORK**

None to report.

**PUBLIC COMMENT:** None.

**PILOT MESSAGING**

Member Fast reviewed the signage that have been added to the airfield. There is additional sigs that need to be ordered and installed, which will be taking place in June.

**PUBLIC COMMENT:** None.

**AVIATION COMMUNITY BENEFIT**

Member Fast shared many of the ideas the ad hoc committee has come up with, a committee meeting needs to be scheduled to follow up on the ideas.

**PUBLIC COMMENT:** None.

**COMMUNICATIONS MASTER PLAN**

Member Diamond noted that the District received six (6) responses to their RFP request. The committee has narrowed it down to two, and will be interviewing the final candidates tomorrow.

**PUBLIC COMMENT:** None.

**STAFF REPORTS**

None.

**PUBLIC COMMENT:** None

**MEMBER REPORTS:** None.

**PUBLIC COMMENT:** None

**ADJOURN**

**PUBLIC COMMENT: None**

**MOTION #2:** Chair Golden motioned to adjourn the meeting. Member Fast seconded the motion. Members Golden, Diamond, Larson, Caldwell, Fast and Rohlf voted in favor of the motion. The motion Passed.

At 11:30 a.m. the March 12, 2019 regular meeting of the Truckee Tahoe Airport Community Advisory Committee adjourned.