



TRUCKEE TAHOE AIRPORT DISTRICT
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DIRECTORS
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 JOHN B. JONES, JR.
 JAMES W. MORRISON
 J. THOMAS VAN BERKEM
 LISA WALLACE

**AGENDA
 FOR
 DECEMBER 2, 2015**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, December 2, 2015 at 4:30 p.m. in the Truckee Tahoe Airport District Community Room A**, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California. No action will be taken at the meeting on any business not appearing on the posted agenda except as permitted by Government Code Section 54954.2.

The District welcomes you to its meetings. Your opinions and suggestions are encouraged. All meetings are recorded. The meeting room is accessible to people with disabilities. In compliance with Section 202 of the Americans with Disabilities Act of 1990 and in compliance with the Ralph M. Brown Act, anyone requiring reasonable accommodation to participate in the meeting should contact the Truckee Tahoe Airport District office at (530) 587-4119, at least three days prior to the meeting.

REGULAR MEETING: 4:30 pm

STANDING ORDERS: Call the Meeting to Order

PLEDGE OF ALLEGIANCE

ROLL CALL

SPECIAL ORDERS OF BUSINESS

PUBLIC COMMENT: Members of the public may make comments at this time on any items not appearing on the agenda that are of interest to the public and are within the jurisdiction of the Board and ACAT. Pursuant to the Brown Act, no discussion or action, other than a referral, shall be taken by the Board or ACAT on any issue brought forth under Public Comment. Comments relating to items on today’s agenda are to be taken at the time the item is heard. Time allotted to each speaker is determined by the Board President; however, comments will generally be limited to five minutes.

CONSENT ITEMS

- 1. Minutes: November 5, 2015 Regular Meeting----- **TAB 1**
- 2. Minutes: November 12, 2015 Special Meeting----- **TAB 2**
- 3. Monthly Service Bills and Fees ----- **TAB 3**
- 4. Monthly Financial Report ----- **TAB 4**
- 5. Expense Reimbursement Disclosure 2014-15 ----- **TAB 5**

PRESENTATIONS AND ROUTINE REPORTS

- 6. ACAT REPORT ----- **TAB 6**
- 7. QUARTERLY COMMUNICATIONS AND OUTREACH REPORT ----- **TAB 7**
- 8. MONTHLY OPERATIONS AND COMMENT REPORT ----- **TAB 8**
- 9. STAFF AND BOARD MEMBER CONFERENCE REPORTS----- **TAB 9**

BOARD ACTION ITEMS

- 10. EXPLORATION OF NON-AERONAUTICAL LAND LEASING OPPORTUNITIES-----**TAB 10**
 Board of directors will consider a request from JMA Ventures, for a non-disclosure agreement for property leasing on Soaring Way.
- 11. POLICY INSTRUCTION 311 – COMMUNITY SPONSORSHIPS AND PARTNERSHIPS-----**TAB 11**
 Board and staff will review and potentially take action on the District’s Sponsorship and Partnership Policy Instruction.

- 12. ANNUAL AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP) REVIEW AND PASSAGE OF RESOLUTION 2015-08 TAXIWAY "A" PROJECT -----**TAB 12**
Board will consider approval for the annual ACIP per FAA Policy. Board will consider approval of Resolution 2015-08 Taxiway "A" Project permitting application by District for State funding for the project.
- 13. AMENDMENT AND EASEMENT GRANT OF EASEMENT TO LIBERTY UTILITIES ON WADDLE RANCH -----**TAB 13**
Board will consider expanded easement for utility lines recently upgraded along HWY 267 on Waddle Ranch

BOARD GUIDANCE AND INFORMATION ITEMS

- 14. GENERAL MANAGER’S REPORT ----- **TAB 14**
 - UPCOMING TRAINING OPPORTUNITIES
 - AD HOC COMMITTEES STATUS UPDATE AND BOARD ASSIGNMENTS
 - Master Plan
 - Warehouse Office Building (WOB) – Progress Update (previously known as the Land Leasing Ad Hoc Committee)
 - Hangar 3 – Progress Update
 - Demand Drivers – Progress Update
 - Sponsorship Policy Revision – Progress Update
 - CORPORATE AIRCRAFT ASSOCIATION (CAA) MEMBERSHIP
 - ANNUAL AUDIT UPDATE
 - BOARD OFFISTE ANNUAL MEETING
 - UPCOMMING MEETINGS

SPECIAL ACTION ITEM

- 15. ANNUAL SELECTION OF BOARD PRESIDENT AND VICE PRESIDENT----- **TAB 15**
Policy Instruction 209 – Assignment of Board President and Vice President for FY 2016

CLOSED SESSION

- GOVERNMENT CODE SECTION 54957 - GENERAL MANAGER ANNUAL PERFORMANCE REVIEW

BOARD MEMBER ANNOUNCEMENTS: Pursuant to Government Code Section 54954.2, Board members may make a brief announcement or report on activities. Board members may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning any matter.

SCHEDULE FOR UPCOMING MEETINGS: The Board President and Airport Manager shall determine the agenda. Scheduled meetings of the Truckee Tahoe Airport Board of Directors are as follows:

- **Regular Board Meeting** – January 27, 2016, **4:30 PM** Truckee Tahoe Airport Community Rm. A, 10356 Truckee Airport Rd., Truckee CA
- **Special Board Meeting** – February 2, 2016, **9:00 AM** TBD
- **Regular Board Meeting** – February 24, 2016, **4:30 PM** Truckee Tahoe Airport Community Rm. A, 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – March 23, 2016, **4:30 PM** Truckee Tahoe Airport Community Rm. A, 10356 Truckee Airport Rd., Truckee CA

ADJOURNMENT OF MEETING

NOTE: A copy of the agenda packet and all documents related to this agenda are available for public review at the Airport Administration Office, 10356 Truckee Airport Road, Truckee, California 96161. Agenda items that are not able to be addressed at today’s meeting may be placed on the next regularly scheduled Board meeting agenda. Requests for agenda items and/or supporting background information must be submitted in writing to the Airport Manager or the Board President ten days prior to the next meeting.

I declare a copy of this agenda was posted at the Truckee Tahoe Airport District Administration Office, 10356 Truckee Airport Road, Truckee, CA, and mailed on November 25, 2015.

Lauren Tapia, District Clerk