



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
JANUARY 27, 2016

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, January 27, 2016 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

- **Presentation of Local Vision Award from Suzanne Wilkins - American Planning Association**
- **Update on State of California Division of Aeronautics Grant Award**

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: December 2, 2015 Special Meeting----- **TAB 2**
3. Monthly Service Bills and Fees----- **TAB 3**
4. Quarterly Financial Report (will be posted Jan. 25th by 5:00 PM)-----**TAB 4**
5. Truckee Meadows Restoration Project Update ----- **TAB 5**
 Informational report regarding plans to modify existing Airport property near the Rodeo Grounds and Regional Park.

PRESENTATIONS AND ROUTINE REPORTS

6. AIRSHOW UPDATE – Tim LoDolce, Air Show Committee Chair
7. ACAT REPORT ----- **TAB 6**
 - ACAT Draft Airport Trails Master Plan Presentation ----- **TAB 7**
8. ANNUAL AUDIT PRESENTATION----- **TAB 8**
 District Auditor James Marta and Associates will present the annual District audit for Board approval.
9. QUARTERLY COMMUNICATIONS AND OUTRERACH REPORT ----- **TAB 9**
10. MONTHLY OPERATIONS AND COMMENT REPORT -----**TAB 10**
11. QUARTERLY ENGINEERS REPORT-----**TAB 11**
12. WAREHOUSE OFFICE BUILDING PROJECT UPDATE - Peter Beaupre, Project Manger

13. STAFF AND BOARD MEMBER CONFERENCE REPORTS

BOARD ACTION ITEMS

- 14. AD HOC COMMITTEE FORMATION – NON-AERONAUTICAL LAND USE PLAN PROJECT -----TAB 12**
Staff requests the Board to appoint two members to serve on a committee to work with the Town of Truckee, Nevada and Placer county on a Non-aeronautical land use plan for properties designated “non-aviation use” in the 2015 Airport Master Plan.
- 15. SALARY SURVEY REQUEST FOR PROPOSAL (RFP) AND AD HOC COMMITTEE FORMATION -----TAB 13**
Staff will present the RFP and Scope of Work for Board approval and request the formation of an Ad Hoc Committee.
- 16. REVIEW AND REVISION OF POLCIY INSTRUCTION 209 – ASSIGNMENT OF PRES. AND VICE PRES. -----TAB 14**
District legal council will propose language amendments to simplify process and clarify methodology for annual selection of the Board President and Vice President.

BOARD GUIDANCE AND INFORMATION ITEMS

- 17. REVIEW AGENDA AND MATERIALS FOR THE FEBRUARY 2, 2016 BOARD RETREAT (SPECIAL MEETING)**
Staff will provide materials for Board review for the Annual Board Retreat.
- 18. MARTIS VALLEY WEST PARCEL SPECIFIC PLAN IN COORDINATION MEETING UPDATE**
President Wallace and Director Van Berkem will update the Board regarding their informational meeting with the developers with the Martis Valley West Project.
- 19. GENERAL MANAGER’S REPORT -----TAB 15**
- UPCOMING TRAINING OPPORTUNITIES
 - AD HOC COMMITTEES STATUS UPDATE AND BOARD ASSIGNMENTS
 - Master Plan
 - Warehouse Office Building (WOB)
 - Hangar 3
 - SAFETY MANAGEMENT SYSTEM (SMS) PROJECT UPDATE
 - RULES AND REGULATIONS UPDATE
 - RAMP ACCESS POLICY UPDATE
 - NON-AERONATICAL LAND LEASING SUBMITALS UPDATE
 - SCHEDULE BOARD/ACAT COMBINED AND BUDGET WORKSHOP MEETING
 - ROLLING AGENDA 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:

- **Special Board Meeting** – February 2, 2016, **9:00 AM to 3:00 PM** Tahoe Donner Lodge, Alder Room, 12850 Northwoods Blvd., Truckee, CA
- **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 January 22, 2016.

Lauren Tapia, District Clerk