



**TRUCKEE TAHOE AIRPORT DISTRICT**  
**10356 Truckee Airport Rd.**  
**Truckee, CA 96161**  
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**DIRECTORS**

MARY HETHERINGTON  
 JOHN B. JONES, JR.  
 JAMES W. MORRISON  
 J. THOMAS VAN BERKEM  
 LISA WALLACE

**AGENDA  
 FOR  
 SEPTEMBER 24, 2014**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, September 24, 2014 at 5:30 p.m. in the Truckee Tahoe Airport District Community Room**, 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:** 5:30 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: August 27, 2014 Regular Meeting ----- **TAB 1**
- 2. Minutes: September 3, 2014 Budget Meeting ----- **TAB 2**
- 3. Monthly Service Bills and Fees ----- **TAB 3**
- 4. Financial Report ----- **TAB 4**
- 5. AAAE CERTIFICATION INCENTIVE PROGRAM ----- **TAB 5**  
 Board will approve the Policy Instruction and agreement with American Association of Airport Executives for Certification Incentive Program

**PRESENTATIONS AND ROUTINE REPORTS**

- 6. AIRPORT COMMUNITY ADVISORY TEAM ----- **TAB 6**  
 Night Operations sub-committee will make their report as well as the routine report from September 9, 2014
- 7. ENGINEER’S REPORT ----- **TAB 7**
- 8. REPORT ON GFOA ACCOUNTING WORKSHOP AND ASSOCIATION OF CALIFORNIA AIRPORTS CONFERENCE  
 Staff will present and review information received at the conference

**BOARD ACTION ITEMS**

- 9. AIRPORT COMMUNITY ADVISORY TEAM - MEMBER SELECTION ----- **TAB 8**  
 The Board will select one community and one pilot member for a three year term of service.
- 10. BUDGET ADOPTION ----- **TAB 9**  
 Board will adopt the final draft of the FY2015 Budget

- 11. BOX/EXECUTIVE HANGAR**----- **TAB 10**  
Board will authorize General Manager to prepare a request for proposal for a box hangar site and fiscal analysis study
- 12. REVIEW OF AD HOC COMMITTEE ASSIGNMENTS AND DUTIES**----- **TAB 11**  
Board will review current Ad Hoc Committee assignments and appointments

**BOARD GUIDANCE AND INFORMATION ITEMS**

No Agenda Items for this Meeting

- 13. GENERAL MANAGER’S REPORT** ----- **TAB 12**
- Upcoming Training Opportunities
  - Ad Hoc Committees Update
    - Land Leasing – Clear Capital – Staff Update on Progress
    - Master Plan
    - Hangar 3 – Update on progress of Architect/Engineer Selection
  - Review of PI 206 – Board meeting agenda management
  - Use of Broadcasting equipment by other public agencies
  - Strategic Marketing Proposal/Place Based Marketing Co-op Proposal
  - Review of February 2015 Board of Director/Staff retreat

**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** – October 29, 2014, **5:30 PM:** Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – December 3, 2014, **5:30 PM:** Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – January 28, 2014; **5:30 PM:** Truckee Tahoe Airport Community Rm., 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 September 19, 2014.*

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**Denae Granger, District Clerk**