



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

JOHN B. JONES, JR.  
 JAMES W. MORRISON.  
 TERESA O'DETTE  
 RICK STEPHENS  
 LISA WALLACE

**AGENDA**  
**FOR**  
**July 26, 2017**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, July 26, 2017 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.

The Board of Directors may take action upon any item listed on the agenda at any time during the meeting. Scheduled items will be heard at or after the time noted, but the Directors may interrupt or defer discussion in order to deal with other matters.

**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: June 28, 2017 Regular Meeting----- **TAB 1**
- 2. Monthly Service Bills and Fees ----- **TAB 2**
- 3. Approval of Lease Agreements for Red Truck and Sierra Aero ----- **TAB 3**
- 4. Approval of Kings Beach Trail Project Partnership Application ----- **TAB 4**
- 5. Approval of Project Manager Consulting Services Agreement ----- **TAB 5**
- 6. Quarterly Communications Report ----- **TAB 6**
- 7. Approval of 2017 Cost of Living Adjustment (COLA) for District Employees ----- **TAB 7**
- 8. Approval of Amendment to General Aviation Leasing/Rents and Fees Policy ----- **TAB 8**  
 Board to approve language to add flexibility to offset market rents for non-profit tenants who provide direct and tangible benefits to the District constituents.
- 9. Approval of Amendment to District Investment Policy Instruction (PI) 308 ----- **TAB 9**  
 Board to approve language to add Placer County Treasurers Investment Fund as an authorized investment option under Section 4 in the policy.

**PRESENTATIONS AND ROUTINE REPORTS**

- 10. Air Show Committee Update
- 11. ACAT Meeting Report ----- **TAB 10**

- 12. Quarterly Operations and Comment Report-----TAB 11
- 13. Monthly Financial Report -----TAB 12
- 14. Temporary Seasonal Control Tower – Update-----TAB 13
- 15. Staff and Board Member Conference Attendance Report(s)

**BOARD ACTION ITEM – CONT.**

- 16. EXECUTIVE HANGAR FINANCING, PRELEASE, AND CONTRACTOR AGREEMENT APPROVAL -----TAB 14  
 Board of Directors will review, and potentially approve, financing for Executive Hangar Project, progress on Preleasing Agreements, and consider approval of Sierra Nevada Construction as site work contractor.
  - ADOPTION OF RESOLUTION 2017-05 - ADOPTING A DEBT ISSUANCE AND MANAGEMENT POLICY (PI-315) AND AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT SALE AND PURCHASE AGREEMENT WITH MUNICIPAL FINANCE CORPORATION
  - AUTHORIZING THE GENERAL MANAGER TO OPEN A NEW ACCOUNT WITH PLACER COUNTY TREASURERS INVESTMENT FUND
  - APPROVE SIERRA NEVADA CONSTRUCTION AS SITE WORK CONTRACTOR

**BOARD GUIDANCE AND INFORMATION ITEMS**

- 17. ACAT SELECTION PROCESS REVIEW -----TAB 15
- 18. REVIEW – FIRST DRAFT OF BUDGET EXTENSION FY16/17 -----TAB 16  
 Board will review preliminary draft of three month (October – December) budget extension in anticipation of August or September final approval.
- 19. GENERAL MANAGER’S REPORT ----- TAB 17
  - UPCOMING TRAINING OPPORTUNITIES
  - AD HOC COMMITTEES STATUS UPDATE AND BOARD ASSIGNMENTS
    - Warehouse Office Building
    - Non-Aeronautical Land Use Plan
    - GHG Inventory Study
    - Economic Impact Study
    - Regional Housing
  - UPCOMING RFP’S AND LEASE AGREEMENTS
  - GODBE SURVEY REPORT – AUGUST PRESENTATION
  - UPCOMING MEETING SCHEDULE
  - ROLLING AGENDA REVIEW

**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 54957 - GENERAL MANAGER QUARTERLY 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** – August 23, 2017, **4:30 PM** Truckee Tahoe Airport Community Rm. A, 10356 Truckee Airport Rd, Truckee, CA
- **Special Board Meeting** – September 20, 2017, **9:00 AM** Truckee Tahoe Airport Community Rm. A, 10356 Truckee Airport Rd., Truckee, CA
- **Regular Board Meeting** – September 27, 2017, **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 July 21, 2017.*

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**Lauren Tapia, District Clerk**