



**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**  
**November 29, 2017**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, November 29, 2017 at 4:30 p.m. in the Truckee Tahoe Airport District Community Room A., 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. Monthly Service Bills and Fees ----- **TAB 1**
2. PI 515 Community Annoyance Comment Processing Procedures - Policy Revision ----- **TAB 2**  
 Staff is proposing various modifications to the language in Policy Instruction 515. Please see attached redlined version.
3. Quarterly Internal Control Report – November 2017----- **TAB 3**
4. Supplement to Winter Tower Operations Agreement – Midwest ATC ----- **TAB 4**  
 Midwest ATC and Staff are proposing an additional air traffic controller to the Midwest ATC Contract for the winter of 2017/2018.
5. CY 2018 Final Budget Approval ----- **TAB 5**  
 Board of Directors will approve FY 2018 Budget. This budget was reviewed at the September 27<sup>th</sup> and October 25<sup>th</sup> Board of Directors Meeting.
6. Town of Truckee Community Event Shuttle Program – Community Partnership Application Approval --- **TAB 6**  
 The Town of Truckee is requesting a community partnership with the Airport District for Winter and Summer shuttle services.

**PRESENTATIONS AND ROUTINE REPORTS**

7. Annual Report from Boys and Girls Club of North Lake Tahoe ----- **TAB 7**
8. Hangar 2 Design and Programing – Ad Hoc Committee Update ----- **TAB 8**  
 Staff and consultants will present a preliminary site and building plan for Board review. Staff anticipates the full concept and budget report presentation at the regular January Board meeting.
9. ACAT Meeting Report ----- **TAB 9**
10. Monthly Operations and Comment Report ----- **TAB 10**
11. Quarterly Financial Report----- **TAB 11**

12. Staff and Board Member Conference Attendance Report(s)

**ACTION ITEMS**

- 13. NON-AVIATION LAND USE AD HOC COMMITTEE REPORT-----TAB 12  
The Ad Hoc Committee will present their findings and recommendations regarding future zoning applications for non-aviation properties owned by the district on Soaring Way, Joerger Road, and the corner of Hwy 267 and Truckee Airport Road.
- 14. GREENHOUSE GAS EMISSIONS REDUCTION PLAN - APPROVAL-----TAB 13  
Board will consider approval of a proposal from First Environment to develop a greenhouse gas reduction plan.

**BOARD GUIDANCE AND INFORMATION ITEMS**

- 15. CESSNA 172 JT-A SOUND STUDY PRESENTATION AND CONSIDERATION OF AIRCRAFT PURCHASE-----TAB 14  
Staff will present the results of the sound testing conducted in October of 2017 of the Cessna 172 JT-A. The Board will discuss possible acquisition of aircraft. No decision will be made at this meeting.
- 16. GENERAL MANAGER’S REPORT ----- TAB 15
  - UPCOMING TRAINING OPPORTUNITIES
  - AD HOC COMMITTEES STATUS UPDATE AND BOARD ASSIGNMENTS
    - Non-Aeronautical Land Use Plan
    - GHG Inventory Study
    - Economic Impact Study
    - Hangar 2 Design & Programming
    - Regional Housing
  - 2018 BOARD WORKSHOP
  - GENERAL MANAGER’S ANNUAL PERFORMANCE REVIEW - TIMELINE
  - UPCOMING MEETING SCHEDULE
  - ROLLING AGENDA REVIEW

**SPECIAL ACTION ITEM**

- 17. ANNUAL SELECTION OF BOARD PRESIDENT AND VICE PRESIDENT----- TAB 16  
Policy Instruction 209 – Assignment of Board President and Vice President for FY 2018

**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** – December 12, 2017, **9:00 AM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Regular Board Meeting** – January 24, 2018, **4:30 PM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Regular Board Meeting** – February 28, 2018, **4:30 PM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Special Board Meeting** – March 7, 2018, **9:00 AM** 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 21, 2017.*

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**Lauren Tapia, District Clerk**