



TRUCKEE TAHOE AIRPORT DISTRICT
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DIRECTORS

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

AGENDA
FOR
January 24, 2018

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, January 24, 2018 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. Minutes: October 25, 2017 Regular Meeting ----- **TAB 1**
- 2. Minutes: November 29, 2017 Regular Meeting ----- **TAB 2**
- 3. Minutes: December 12, 2017 Special Meeting ----- **TAB 3**
- 4. Monthly Service Bills and Fees ----- **TAB 4**
- 5. Quarterly Communications Report ----- **TAB 5**
- 6. LED Retrofit Project Report ----- **TAB 6**
 Staff has provided a project update on the LED Lighting retrofit for Airport ramp lighting. Report also outlines installation costs, total annualized savings, and rebates received from TDPUD.
- 7. Policy Instruction 306 Amendment (District Travel Reimbursement Policy) ----- **TAB 7**
 Staff is proposing various amendments to the District travel reimbursement policy to provide consistency with GSA Per Diem practices as well as clarifying protocols and approved reimbursements for travel by Air.
- 8. General Engineering Services Consultant Selection and Approval – Auerbach Engineering Corp. ----- **TAB 8**

SPECIAL ACTION ITEM

- 9. RESOLUTION 2018-01 NEW BANK ACCOUNT AND SIGNATURE CARDS – BANK OF THE WEST ----- **TAB 9**

PRESENTATIONS AND ROUTINE REPORTS

- 10. Airshow Update
- 11. North Tahoe PUD Partnership Opportunity - Discussion ----- **TAB 10**

- 12. ACAT Meeting Report -----TAB 11
- 13. Annual Operations and Comment Report -----TAB 12
- 14. Monthly Financial Report -----TAB 13
- 15. Staff and Board Member Conference Attendance Report(s)

ACTION ITEMS

- 16. CESSNA 172 JT-A – CONSIDERATION OF AIRCRAFT PURCHASE-----TAB 14
Staff is recommending the purchase of a Cessna 172 Skyhawk JT-A aircraft to be managed by Sierra Aero to assist District efforts to mitigate noise and annoyance from repetitive flight operations.

BOARD GUIDANCE AND INFORMATION ITEMS

- 17. HANGAR 1 MODULAR OFFICE AND HANGAR MODIFICATION PROPOSAL -----TAB 15
Staff is proposing to remove the interior office space in Hangar 1 allowing for additional hangar space for aircraft maintenance. Office space is proposed to be replaced with modular offices to be located directly west of the hangar.
- 18. SEASONAL CONTROL TOWER – UPDATE -----TAB 16
- 19. AIRSPACE STUDY – UPDATE -----TAB 17
Staff will provide an update regarding the ongoing Airspace Study. The Airspace Study is an effort to develop new flight procedures that when coupled with Air Traffic Control and ADS-B Surveillance will assist the District to reduce annoyance from aircraft overflight.
- 20. GENERAL MANAGER’S REPORT ----- TAB 18
 - 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
 - WAREHOUSE LEASING STRATEGY
 - VECTOR AUTOMATED BILLING AND PLANE NOISE CONTRACTING UPDATE
 - TAHOE CITY HEIPAD UPDATE
 - BIKE SHARE PROGRAM UPDATE
 - PLACER COUNTY CAPITAL PROJEGTS ADVISORY COMMITTEE APPOINTMENT
 - NATIONAL PLAN OF INTEGRATED SYSTEM (NPIAS) UPDATE
 - 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 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** – 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
- **Regular Board Meeting** – March 28, 2018, **4:30 PM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Regular Board Meeting** – April 25, 2018, **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 19, 2018.

Lauren Tapia, District Clerk