



**MEETING DATE:** Oct. 29, 2014  
**TO:** Board of Directors  
**FROM:** Kevin Smith, General Manager  
**SUBJECT:** Review of PI 312 – Funding Assistance - CLUP

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**OBJECTIVE:** Review draft Policy Instruction (PI) 312. Discuss options regarding application and adoption timeline of Policy.

**DISCUSSION:** Board and Staff last reviewed this policy at the March 2014 Board Meeting. As the Board deliberated and discussed the FY2015 Budget, it was suggested that that the Board review PI-312 in preparation of the re-bid of the Natatorium by the Truckee Donner Parks and Recreation District (TDRPD). At last check, TDRPD plans to go out to bid by the end of the calendar year on the Natatorium. It is anticipated that the District will be petitioned to assist with costs on CLUP upgrades as provided in the draft policy. This agenda item is essentially a general review of the draft policy and a review of the project status.

Staff has included the Staff Report from March 2014 along with relevant attachments for your review. This March Staff Report provides background information and a summary of the purpose and intent of PI 312.

Board and staff can also discuss when the Board would like to review this policy and consider it for adoption. This can take place independent of the TDRPD bid process or at the same time as a funding request is received.

**FISCAL IMPACT:**

Unknown at this time.

**PUBLIC COMMUNICATIONS:**

See March Staff Report.

**ATTACHMENTS:**

PI 312 – Funding Assistance – CLUP

March 2014 Staff Report

# TRUCKEE TAHOE AIRPORT DISTRICT POLICY INSTRUCTION

**PI NUMBER 312**

Effective: April 23, 2014

**SUBJECT: FUNDING ASSISTANCE – COMPREHENSIVE AIRPORT LAND USE PLAN**

**PURPOSE:** To establish District policy regarding the consideration of funding to meet Truckee Tahoe Airport Land Use Commission requirements for new public buildings proposed in Compatible Land Use Plan (CLUP) Zones B1, C, and specified special use areas in the D, contingent on available funding.

**POLICY:**

The Truckee Tahoe Airport Land Use Commission (TTALUC) is a separate and distinct entity from the Truckee Tahoe Airport District (TTAD). TTALUC's primary role is to protect public health, safety and welfare, promote orderly airport development, minimize airport land use compatibility conflicts, adopt an Airport Land Use Compatibility Plan, and review local agency actions and review land use proposals within the airport influence area. TTALUC is staffed by the Nevada County Transportation Commission. TTALUC is regulated by the State of California and follows State statutes. As such TTAD is not involved in the requirements mandated by TTALUC nor does it influence its decisions, other than designating two of the seven Commissioners. The Airport does recognize that the Airport Master Plan created and adopted by TTAD may affect and influence the ALUCP as adopted by TTALUC. As such TTALUC in certain instances recommends specific occupancy and construction requirements to local land use review agencies to meet TTALUC requirements.

It is therefore the Policy of the TTAD Board of Directors that in certain instances related to the construction of public buildings paid for by tax payers and constituents common to both the public agency and TTAD, to consider funding TTALUC required construction upgrades when funding is available.

If such funding is approved, TTAD shall require, as a condition of providing such funding assistance, all of the following:

- 1) That the public agency receiving such funds shall extend any and all benefits, discounts or access to the facilities that are extended to residents of the public agency to all residents of TTAD on the same terms and conditions.
- 2) Permanent acknowledgement of the Airport District's participation.
- 3) That the recipient of funds execute in favor of the District a Release and Covenant Not to Sue by that fund recipient as to
  - A. any claimed damages or adverse impacts of the Truckee Tahoe Airport,
  - B. aircraft utilizing that airport or the fund recipient's use of their real property,
  - C. any land use restrictions or increased structural requirements imposed by the Truckee Tahoe Airport Land Use Commission's Compatible Land Use Plan, whether currently in effect or as may be later adopted.

## **FUNDING REVIEW REQUIREMENTS AND CRITERIA:**

1. Structure is located in the B1, C, or Special Use Area 1 of the D CLUP Zones. (see attached Map)
2. Funding will only be provided for public buildings owned and operated by a public agency.
3. Funding of the construction upgrades will be considered only when TTAD has available funding.
4. TTAD will determine the amount it will offer, if any, based on the Airport District Engineer's opinion based on actual bid costs.
5. Structure is designed for large gatherings of people per the CLUP definition and not for storage of property, i.e. Sand, salt, or vehicles.
6. Funding consideration will be extended only to local public agencies, municipalities, and local special districts, not state or federal agencies.
7. Significant public benefit will be realized by construction of proposed project and that TTADs participation in such project will provide benefits to constituents of TTAD.
8. Permanent public acknowledgement of the Airport District's participation in cost sharing shall also be required.
9. TTAD may consider other requirements and criteria at its discretion in considering funding proposals.

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**John Jones, President**

TRUCKEE TAHOE AIRPORT DISTRICT  
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

Topic: PI-312 Funding Assistance - Comprehensive Airport  
Land Use Plan - Discussion and Review

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Purpose Information: Guidance: **X** Decision:

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Objective Discuss and review draft District PI-312 (Policy Instruction) regarding the consideration of funding to meet mandates as required by the Truckee Tahoe Airport Land Use Commission for public buildings.

This is a review and discussion item only. The final draft of PI-312 along with a funding request from the Truckee Donner Recreation and Parks District (TDRPD) will be considered for approval at a future Board Meeting.

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Last Action This item was last discussed at the January 22, 2014 Board Meeting. At that meeting there was consensus among the Board to consider a new Policy Instruction outlining requirements and criteria for Airport District participation in funding requests. Formal requests must be specific to required structural improvements to public buildings to meet Airport Comprehensive Land Use Plan (CLUP) building requirements.

For review purposes, please see the attached staff report from the January 22, 2014 Board Meeting. This staff report from January 2014 outlines the discussion along with the relationship between the Truckee Tahoe Airport District and the Truckee Tahoe Airport Land Use Commission.

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Discussion The attached draft PI-312 outlines proposed requirements, criteria, and process for the Airport District to consider funding requests to meet CLUP requirements. This policy applies to the construction of new public buildings in specific CLUP zones. These zones are located primarily at the departure end of Runways 29 and 2. All the applicable zones at the departure end of Runways 20 and 11 are either privately owned or owned by the Federal Government and therefore not applicable to the policy.

Staff has prepared the attached map which outlines applicable parcels and the associated owners of these parcels. It is unlikely the Airport will receive any funding requests from Airport Land Use Compatibility Plan (CLUP) Zones B1 as these areas do not allow structures to accommodate large gatherings of people. There is one small area of the Regional Park which has some public building development potential in Zone C. In staff's review, there are few if any areas other than the TDRPD Recreation Center property that could be considered a candidate for future funding.

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Fiscal Impact Fiscal impact of TDRPDs proposal is yet unknown. The current bid received by TDRPD was significantly over budget. TDRPD is

TRUCKEE TAHOE AIRPORT DISTRICT  
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

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currently looking at options and will likely re-bid the project. As soon as this new bidding process is complete, staff will review structural upgrade requirements and provide a specific cost to meet CLUP requirements to the Board for further consideration.

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**Communication  
Strategy**

As was stated at the January meeting, overall, staff feels this will be well received by the community. Staff does not recommend instituting this program or policy at the expense of direct aviation related functions, Airport projects, or capital facility needs. It will be important to the pilot community to ensure such a program prioritizes direct aviation and airport related expenses are funded before funding is directed to other projects. Currently and into the foreseeable future, the Airport has sufficient funding for these direct and necessary aviation related expenses along with funding for the program outlined in the Staff Report.

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**Attachments**

Draft PI 312 – Funding Assistance – Comprehensive Airport Land Use Plan

CLUP Zones Map

January 23, 2014 Funding Assistance Staff Report

Letter from TDRPD

Site Plan and Building Elevation for the Community Pool Structure