



TRUCKEE TAHOE AIRPORT DISTRICT
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DIRECTORS

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

**AGENDA
FOR
JANUARY 22, 2014**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, January 22, 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.

CLOSED SESSION: 4:30PM

- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (SUBDIVISION (C) OF GOVERNMENT CODE SECTION 54956.9)

REGULAR MEETING: 5:30 pm

STANDING ORDERS: Call the Meeting to Order

PLEDGE OF ALLEGIANCE

ROLL CALL

SPECIAL ORDERS OF BUSINESS

- RESOLUTION NO. 2014-01 of the Truckee Tahoe Airport District commending Mary Hetherington ----- **TAB 1**

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. Pursuant to the Brown Act, no discussion or action, other than a referral, shall be taken by the Board 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.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA, please come to the podium when the item number and subject matter are announced. When recognized, please provide your name for the record. The President may limit any individual to not less than 3 minutes. Time to address the Board will be allocated based on the number of requests received. Not all members may be allowed to speak if the total time allocated expires.

CONSENT ITEMS

1. Minutes: December 5, 2013 Regular Meeting ----- **TAB 2**
2. Monthly Service Bills and Fees ----- **TAB 3**
3. Financial Report ----- **TAB 4**
4. Operations and Comment Report – Q4 2013 ----- **TAB 5**
5. Revision to ACAT Bylaws ----- **TAB 6**
6. Policy Revisions PI 210 and PI 306 – Reimbursement of Travel Expenses ----- **TAB 7**
Board will consider revising policy for meal reimbursements for travel to be consistent with IRS regulations
7. Financial Internal Control Review ----- **TAB 8**

ROUTINE REPORTS

8. AIR FAIR COMMITTEE REPORT
Air Fair Committee will provide a monthly report regarding activities and progress of the event.
9. AIRPORT COMMUNITY ADVISORY TEAM ----- **TAB 9**
10. COMMUNICATION AND OUTREACH EFFORTS – Q4 2013 ----- **TAB 10**
Mike Barrett will provide an update on the District’s Communication and Outreach efforts

BOARD ACTION ITEMS – There are no action items for this meeting

BOARD GUIDANCE AND INFORMATION ITEMS

11. DISCUSSION OF FUNDING PROPOSAL FOR ALUC REQUIREMENTS FOR TRUCKEE DONNER PARKS & REC ----- **TAB 11**
Airport District will review funding request by the Truckee Donner Rec District to assist in cost recovery of Truckee Tahoe Airport Land Use Commission construction requirements for pool structure
12. WEBSITE UPDATE
Staff will present progress report on Website Update Project
13. HISTORICAL USAGE OF PROPERTY TAX REVENUES PRESENTATION ----- **TAB 12**
Board of Directors will review and discuss analysis of property tax revenue expenditures from 2003 to 2013
14. GODBE AD HOC COMMITTEE REPORT ----- **TAB 13**
Ad Hoc Committee will review report modifying and updating survey questions for the 2016 Community Survey
15. GENERAL MANAGER’S REPORT ----- **TAB 14**
- Upcoming Training Opportunities
 - Ad Hoc Committees Update
 - Aviation Safety Seminar Update
 - Budget Workshop Meeting Schedule
 - Electronic Device Usage Policy in Public Meetings Discussion
 - Board/Staff Retreat Discussion and Update
 - Network Vulnerability and Penetration Testing
 - Review of Project Tracking List

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:

- **Board Retreat** - January 29, 2014 10:00 A.M to 5:00 P.M.: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – February 19, 2014, 5:30 PM: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Regular Combined ACAT / Board Meeting** – March 26, 2014, 2:00 – 4:00 PM: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – March 26, 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 January 17, 2014.

Maria Martinez, District Clerk