

## TTAD Rolling Agenda

Time Frame	Month
	<b>January - 2014</b> <i>(Staff / Board of Directors Retreat) Jan. 29<sup>th</sup> 10:00 to 5:00 PM</i> <ul style="list-style-type: none"> <li>Board of Director/Staff Retreat and meeting with Town Council</li> </ul>
:30 1:00 :45 :15 1:00 :15 <b>Total 3:45</b>	<b>February – 2014</b> <ul style="list-style-type: none"> <li>Approval of 2014 Summer Pavement Projects (A)</li> <li>Multi Use Hangar (Hangar III) Business and Market Assessment Report (G)</li> <li>Master Plan Draft Document Review (G)</li> <li>Land Lease for JMA/Clear Capital Update (G)</li> <li>Ad Hoc Committee Legal Services Review and Selection Report (A)</li> <li>Alder Hill Update (I)</li> </ul>
	<b>March – 2014</b> <i>(Combined meeting with ACAT from 2:00 to 4:00 PM)</i> <ul style="list-style-type: none"> <li>Annual Form 700 (R)</li> <li>Air Fair Update (I)</li> <li>General Manager Quarterly Performance Review (CS)</li> <li>Master Plan Draft Document Review (G)</li> <li>Multi Use Hangar Project Review and Approval (A)</li> <li>Unicom Study Results Presentation (I)</li> <li>Tahoe City EMS Heliport Design Review (G)</li> <li>Report on Flight Tracking System and FAA Interrogator Licenses (G)</li> <li>Runway Marking and Load Bearing Update (I)</li> <li>Visual RNAV Procedure Update (I)</li> </ul>
	<b>April – 2014</b> <ul style="list-style-type: none"> <li>Quarterly Noise Reports (I)</li> <li>Quarterly Communication Report (I)</li> <li>Air Fair Update (I)</li> <li>Spring News Letter Review (G)</li> <li>Master Plan Final Adoption (A)</li> <li>Trust Annuity for Waddle Ranch (G)</li> <li>Pavement Maintenance Plan Presentation and Update (A)</li> <li>Utility Maintenance Capital Facility Plan Presentation (G)</li> </ul>
	<b>April – 2014</b> <i>(Special – Budget/Goal Workshop)</i> <b>Staff suggests April 30<sup>th</sup> for this meeting.</b> <ul style="list-style-type: none"> <li>Annual Goal Setting Workshop (G)</li> <li>Strategic Plan Review</li> </ul>
	<b>May – 2014</b> <ul style="list-style-type: none"> <li>Air Fair Update (I)</li> <li>Airport Engineer Update (I)</li> <li>FY 2014 Budget Goals and Assumptions Review (G)</li> <li>General Manager Quarterly Performance Review (CS)</li> <li>Non-Compete Policy (A)</li> <li>Utility Maintenance Plan Approval (A)</li> <li>Minimum Standards Discussion and Review (G)</li> </ul>
	<b>June – 2014</b> <ul style="list-style-type: none"> <li>Air Fair Update (I)</li> </ul>

(I) = Information (G) = Guidance (A) = Action (CS) = Closed Session (E) = Election years (C) = Consent (P) = Proposal (R) = Reminder

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	<ul style="list-style-type: none"> <li>• Airport Engineer Update (I)</li> <li>• Property Insurance Renewal</li> </ul>
	<b><u>July – 2014</u></b> <ul style="list-style-type: none"> <li>• Air Fair Update (I)</li> <li>• Quarterly Noise Reports (C)</li> <li>• Quarterly Communication Report (C)</li> <li>• ACAT Selection Process Discussion (I)</li> <li>• General Manager Quarterly Performance Review (CS)</li> </ul>
	<b><u>August – 2014</u></b> <ul style="list-style-type: none"> <li>• Land Leasing Update (I)</li> <li>• Employee Medical Insurance Renewal (A)</li> <li>• Fall News Letter Review (G)</li> <li>• General Manager Quarterly Performance Review</li> </ul>
	<b><u>September – 2014</u></b> <i>(Special – Budget Workshop)</i> <ul style="list-style-type: none"> <li>• Budget Workshop</li> </ul>
	<b><u>September – 2014</u></b> <ul style="list-style-type: none"> <li>• Designation of Unrestricted Net Assets (A)</li> <li>• ACAT Selection (A)</li> <li>• Budget Adoption (A)</li> </ul>
	<b><u>October – 2014</u></b> <ul style="list-style-type: none"> <li>• Quarterly Noise Reports (I) – Consent</li> <li>• Annual Reporting of Reimbursements and Disclosure Report (I) – Consent</li> <li>• Annual Appropriation Limit Resolution (A)</li> <li>• Quarterly Communication Report (I) – Consent</li> <li>• Investment Policy Review (A) – Consent</li> <li>• General Manager Annual Performance Review (CS)</li> </ul>
	<b><u>November/December – 2014</u></b> <ul style="list-style-type: none"> <li>• Annual Auditor Presentation (I, A)</li> <li>• Annual ACIP Review (A)</li> <li>• Annual Selection of Board President and Vice President (A)</li> <li>• Annual Statement of Facts to PL/NV Co's, State Controller (R)</li> <li>• Liability Insurance (A)</li> <li>• Quarterly Noise and Comment Report (C)</li> <li>• Quarterly Rates and Fees Report (C)</li> </ul>
	<b><u>January – 2015</u></b> <ul style="list-style-type: none"> <li>• Quarterly Noise Reports (I)</li> <li>• Quarterly Communication Report (I)</li> </ul>

### **Ethics Training Certification Due (every 2 years)**

Van Berkem – July 2013

Morrison – February 2014

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