



**TRUCKEE TAHOE AIRPORT DISTRICT**  
**10356 Truckee Airport Rd.**  
**Truckee, CA 96161**  
**(530) 587-4119 tel**  
**(530) 587-2984 fax**  
**WWW.TRUCKEETAHOEAIRPORT.COM**

**DIRECTORS**

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

**AGENDA**  
**FOR**  
**April 25, 2018**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, April 25, 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: March 28, 2018 Regular Meeting ----- **TAB 1**
- 2. Monthly Service Bills and Fees ----- **TAB 2**
- 3. Internal Control Review ----- **TAB 3**
- 4. Adoption of Credit Card Policy Instruction ----- **TAB 4**  
 Board of Directors will adopt a new Policy Instruction establishing procedures and policy on the use of District issued credit cards.
- 5. Sale of Surplus vehicles and acquisition of new 100LL Refueler & Electric Ramp Vehicle ----- **TAB 5**  
 Staff proposes to surplus various vehicles for sale to highest bidder and apply funds to the purchase of a 100LL Refueler. Staff is also requesting a greenhouse gas emissions reduction funds for the purchase of an electric ramp vehicle.

**SPECIAL ACTION ITEMS**

- 6. NTPUD Agency Partnership Application----- **TAB 6**
- 7. Annual Audit Presentation FY 16/17 ----- **TAB 7**

**PRESENTATIONS AND ROUTINE REPORTS**

- 8. Air Show Update -----
- 9. ACAT Meeting Report ----- **TAB 8**
- 10. Quarterly Operations and Comment Report (Dashboard) ----- **TAB 9**
- 11. Monthly Financial Report ----- **TAB 10**

12. Quarterly Communications Report-----TAB 11
13. Staff and Board Member Conference Attendance Report(s)

**ACTION ITEMS**

14. APPROPRIATIONS LIMIT – RESOLUTION 2018-06-----TAB 12  
The Board will approve the annual appropriations limit and Resolution 2018-06.
15. MIDWEST ATC CONTRACT APPROVAL-----TAB 13  
Staff recommends the Board approve a 3 year contract with Midwest ATC for air traffic control services and staffing of the Temporary Air Traffic Control Tower. The Board will consider one, two, or three year contract options.
16. CALLING GENERAL ELECTION IN NEVADA AND PLACER COUNTY – RESOLUTION 2018-04 & 05 -----TAB 14  
The Board will approve two resolutions calling for a General Election in Nevada and Placer County. Two Board of Director seats are up for election.

**BOARD GUIDANCE AND INFORMATION ITEMS**

17. 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
    - Soar Truckee
  - HANGAR 1 PROJECT UPDATE
  - EXECUTIVE HANGAR PROJECT UPDATE
  - REAPPOINTMENT OF BRENT COLLINSON TO TTALUC
  - REVIEW AND FOLLOW-UP OF AFTER 7:00 PM FUELING POLICY AND CUSTOMER COMPLAINT OF APRIL 9, 2018
  - CONFIRMATION OF 2019 BUDGET WORKSHOP AND TIMELINE
  - SUMMER BOARD MEETING SCHEDULE
  - ROLLING AGENDA REVIEW

**CLOSED SESSION**

- GOVERNMENT CODE SECTION 54957 - GENERAL MANAGER QUARTERLY 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** – May 23, 2018, **4:30 PM** Truckee Tahoe Airport Community Rm A., 10356 Truckee Airport Rd. Truckee, CA
- **Regular Board Meeting** – June 27, 2018; **4:30 PM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Regular Board Meeting** – July 25, 2018; **4:30 PM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Special Board Meeting** – August 22, 2018; **1:30 PM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Regular Board Meeting** – August 22, 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 April 20, 2018.*

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**Lauren Tapia, District Clerk**