



**TRUCKEE TAHOE AIRPORT DISTRICT  
BOARD OF DIRECTOR STAFF REPORT**

**AGENDA TITLE:** Approval of Letter of Agreement (LOA) between Truckee Tahoe Sanitation Agency (TTSA) and the Truckee Tahoe Airport District (TTAD) regarding proposed land exchange of properties north of Airport.

**MEETING DATE:** October 24, 2018

**PREPARED BY:** Kevin Smith, General Manager

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**RECOMMENDED ACTION:** Staff and Non-Aviation Land Use Ad Hoc Committee recommend approval of the attached non-binding Letter of Agreement (LOA) setting forth agreements and understandings for the future potential land exchange and easements of properties north of the Airport (see attached map).

**DISCUSSION:** Since the late 1990s, the District and TTSA have been in discussions regarding the possible exchange of properties held by each agency north of the airfield. Both agencies have properties desirable by the other. After much discussion and negotiations, it appears that both agencies are in alignment to make the exchange. Attached to this staff report is a Letter of Agreement that sets in motion this process of making this exchange. The LOA does the following:

1. Establishes a 50%/50% cost share agreement on appraisal, subdivision, and land survey expenses.
2. Establishes intent by each agency to continue investigating the merit and propriety of the land exchange.
3. Outlines basic understanding related to conditions of the transfer such as FAA approvals, ability for the District to construct a future solar project, provisions for easements as well as a map of property to be investigated.

Both agencies have agreed in principle to a land for land exchange. No cash will change hands. Approving this LOA will allow both agencies to employ the services of surveyors and appraisers

to assist the agencies in preparing the final land exchange map and final Land Exchange Agreement. It is anticipated that the final Agreement and Land Exchange Map will be brought before the TTSA and TTAD Board(s) for final approval by Spring/early summer of 2019.

**FISCAL IMPACT:** Staff anticipates a total project costs of approximately \$30,000 of which TTAD would be responsible for 50% (\$15,000). This is budgeted in the CY2019 Budget.

**SAMPLE MOTION(S):** I move to (approve, continue, deny) the recommendation of Staff and the Non-Aviation Land Use Ad Hoc Committee to approve the attached Letter of Agreement between TTSA and TTAD setting forth agreements and understandings for the future potential land exchange and easements of properties north of the Airport.

**ATTACHMENTS:**

Letter of Agreement

Land Exchange Map