



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

**AGENDA TITLE: Primary Management and Compliance Documents (PMCD)  
Modification – Leasing Rents and Fees addition Section 2.8**

**MEETING DATE: November 28, 2018**

**PREPARED BY: Hardy Bullock, Director of Aviation & Community Services**

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**RECOMMENDED ACTION:** (Approved by Consent) Approve policy language amending the Leasing Rents and Fees PMCD adding Section 2.8 allowing discretionary hangar assignments to Specialized Aviation Service Providers and Commercial Operator Permit holders who serve and benefit District constituents at large.

**DISCUSSION:** General Aviation Leasing Rents and Fees PMCD outlines the method for leasing hangars, managing hangar lease applications, hangar wait lists, transfer requests, and hangar assignments. Best practice, along with the mission and vision of the District direct staff to accommodate the commercial entity who offers aeronautical services to the general public, specifically the constituents of the Truckee Tahoe Airport District.

***Policy Language Section 2.8 Addition***

*“The District reserves the right to assign District hangars at its discretion and independent of other hangar assignment policies for Specialized Aviation Service Organizations (SASO) and/or Commercial Operator Permit (COP) holders who provide general services and benefit to the public and District constituents at large. The District will not evict or remove hangar use privileges of a current non-commercial hangar tenant to accommodate a SASO or COP holder but may shift or relocate tenants to accommodate an aeronautical use which holds out and provides readily available services to District constituents at large.”*

**FISCAL IMPACT:** None.

**PUBLIC COMMUNICATIONS:** Public notice through the Board meeting process advertised on the website and promoted through District media channels.

**SAMPLE MOTION(S):** (approved by consent) I move to approve the addition of the sample language to the General Aviation Rents and Fees Policy Section 2.8 included herein.

**ATTACHMENTS:**

General Aviation Leasing/Rents and Fees Policy: [https://truckeetahoeairport.com/public\\_files/411-ga\\_leasing-rents\\_and\\_fees\\_policy-trk-revised-5-23-18-pdf](https://truckeetahoeairport.com/public_files/411-ga_leasing-rents_and_fees_policy-trk-revised-5-23-18-pdf)