



TRUCKEE TAHOE AIRPORT DISTRICT
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DIRECTORS
 MARY HETHERINGTON
 JAMES W. MORRISON
 TERESA O'DETTE
 RICK STEPHENS
 LISA WALLACE

**AGENDA
 FOR
 March 27, 2019**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, March 27, 2019 at 4:30 p.m. in the 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. With a few exceptions, all meetings are recorded and Broadcast online and local television. 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

- **Introduction of Ms. Kelly Woo, new Director of Finance and Administration (Anticipated start date: April 15th)**

MODIFICATION OF AGENDA: The Board President reserves the right to modify the agenda in order to most effectively process the agenda items. Items may be taken out of order; Items may be combined for consideration by the Board of Directors; Items may be pulled or removed from the agenda at any time.

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: February 27, 2019 Regular Meeting ----- **TAB 1**
2. Monthly Service Bills and Fees ----- **TAB 2**
3. Declaration of 100LL Truck as surplus property and authorize sale to Nevada County Airport ----- **TAB 3**

PRESENTATIONS AND REPORTS

4. ACAT Meeting Report----- **TAB 4**
5. Introduction of Mr. Josh Nelson of BBK Law
Mr. Nelson will be replacing District Counsel Brent Collinson due to pending retirement in May of 2019.
6. Monthly Operations and Comment Report ----- **TAB 5**
7. Monthly Financial Report ----- **TAB 6**

- 8. Annual 2018 Year End Financials----- **TAB 7**
- 9. Staff and Board Member Conference Attendance Report

ACTION ITEMS

- 10. Policy Update and Review of PI 311 – Community Sponsorships and Agency Partnerships ----- **TAB 8**
Staff is proposing various amendments to the current policy instruction to better facilitate application review and processing as well as clarifying partnering agency investment.
- 11. ACAT Appointment Discussion and Possible Action----- **TAB 9**
Due to the pending resignation of Member Paul Fast, staff will discuss a process to appoint a new ACAT member.
- 12. 2019 District Goals Discussion and Review -----**TAB 10**
Staff has proposed District goals for the 2019 budget year for Board and Public review. Goals are based on the CY 2019 District Budget.
- 13. Annual Appropriations Limit Resolution -----**TAB 11**
The Board will approve the annual appropriations limit and Resolution 2019-.
- 14. Approval of Amended PI 309 - Unrestricted Net Assets-----**TAB 12**
Board will consider and approve the annual designation of Unrestricted Net Assets per PI 309.
- 15. Policy Instruction Adoption – Director Campaign Contribution Disclosure Policy Instruction-----**TAB 13**
District Counsel Collinson will review proposed Policy Instruction 119 – Campaign Contributions to Board Members.

BOARD GUIDANCE AND INFORMATION ITEMS

- 16. GENERAL MANAGER’S REPORT ----- **TAB 14**
 - Upcoming Training Opportunities
 - Ad Hoc Committees Status Update And Board Assignments
 - Hangar 2 Design & Programming
 - Mountain Housing Council Committee Member Report
 - Hangar 1 Status Update
 - Truckee Transit Center Relocation Committee - Update
 - Zagster Bike Program Expansion to Tahoe City/Placer County
 - Upcoming Meeting Schedule
 - Rolling Agenda And District Goals 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** – April 24, 2019, **4:30 PM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Special Board Meeting** – May 14, 2019, **9:15 AM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Regular Board Meeting** – May 22, 2019, **4:30 PM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Regular Board Meeting** – June 26, 2019, **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 March 22, 2019.

Lauren Tapia, HR Manager / District Clerk