



**TRUCKEE TAHOE AIRPORT DISTRICT**  
**10356 Truckee Airport Rd.**  
**Truckee, CA 96161**  
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**DIRECTORS**  
 MARY HETHERINGTON  
 JAMES W. MORRISON  
 TERESA O'DETTE  
 RICK STEPHENS  
 LISA WALLACE

**AGENDA**  
**FOR**  
**May 22, 2019**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, May 22, 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.

All written public comments received by 4:30 PM on Tuesday before the regularly scheduled Board meeting will be posted on the District website and forwarded to District Board Members for their consideration at the meeting.

**MISSION STATEMENT:** The Truckee Tahoe Airport is a community airport that provides high quality aviation facilities and services to meet local needs, and strives for low impact on our neighbors, while enhancing the benefit to the community-at-large.

**REGULAR MEETING:** 4:30 PM

**STANDING ORDERS:** Call the Meeting to Order

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**SPECIAL ORDERS OF BUSINESS**

**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 AGENDA**

Action Items:

1. Minutes: April 24, 2019 Regular Meeting----- **TAB 1**
2. Monthly Service Bills and Fees ----- **TAB 2**
3. Use of District IT Network Policy Instruction 502 ----- **TAB 3**
4. Annual Investment Policy Review----- **TAB 4**
5. Warehouse Non-Profit Tenant Selection----- **TAB 5**

Staff has recommended that the Board select Project Mana with a sublease to Sierra Senior Services for the vacant warehouse space D2 and recommend approval of Term Sheet.

**SPECIAL ACTION ITEM**

- 6. Approval of Resolution 2019-06 Bank of the West Signature Card Update ----- **TAB 6**
- 7. Re-Vote: Appointment of new ACAT Member----- **TAB 7**

**PRESENTATIONS AND REPORTS**

- 8. ACAT Report ----- **TAB 8**
- 9. Annual ARFF Report
- 10. North Tahoe PUD Trail Project – Check-In ----- **TAB 9**
- 11. Monthly Operations and Comment Report ----- **TAB 10**
- 12. Monthly Financial Report ----- **TAB 11**
- 13. Staff and Board Member Conference Attendance Report

**ACTION ITEMS**

- 14. Soaring Way/Joerger Drive Utility and Transportation Infrastructure Participation Consideration ----- **TAB 12**  
Board will consider staff information and recommendations regarding the District’s potential participation in Utility, Trail and Transportation infrastructure improvements related to the PC-3 project (Soaring Ranch). District is considering participation on infrastructure improvements that may provide value to District property.
- 15. Housing Funding Approval Request for Placer County Secondary Dwelling Fee Waiver Pilot Program -- **TAB 13**  
Board will consider a funding allocation from the District’s housing fund to support and assist in the implementation of the Placer County Secondary Dwelling Fee Waiver Pilot Program. Funding Request is \$135,000.
- 16. Airport District Bike Share Program Expansion – Tahoe City and Kings Beach ----- **TAB 14**  
Staff recommends board approval of an \$18,000 expenditure to expand the Bike Share program to the Tahoe City and Kings Beach area. Placer County also proposes to share costs to implement the program per the attached MOU.
- 17. Policy Instruction 119 Campaign Contributions to Board Members ----- **TAB 15**  
District Counsel Nelson will review the revised proposed Policy Instruction 119 – Campaign Contributions to Board Members.

**BOARD GUIDANCE AND INFORMATION ITEMS**

- 18. ADS-B PROJECT Review and Discussion ----- **TAB 16**  
Staff will provide an ADS-B project update in preparation for the anticipated June 2019 Board Meeting discussion item and July 2019 action item.
- 19. GENERAL MANAGER’S REPORT ----- **TAB 17**
  - Upcoming Training Opportunities
  - Ad Hoc Committees Status Update And Board Assignments
    - Hangar 2 Design & Programming
  - Mountain Housing Council Committee Member Report
  - Update on Summer Airfield Paving Projects
  - Employee COLA Adjustment – Update
  - Tenant CPI Adjustment - Update
  - Annual Board Strategy Workshop - Discussion
  - Upcoming Meeting Schedule
  - Rolling Agenda And District Goals Review

**CLOSED SESSION**

- CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
  - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 (One potential case).
  - A point has been reached where, in the opinion of the legislative body of the local agency on the advice of legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency, based upon a demand letter from counsel for the claimant for payment of overtime wages.

**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** – June 26, 2019, **4:30 PM** Truckee Tahoe Airport Community Rm. A., 10356 Truckee Airport Rd. Truckee, CA
- **Regular Board Meeting** - July 24, 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 May 17, 2019.*

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**Lauren Tapia, HR Manager / District Clerk**