



TRUCKEE TAHOE AIRPORT DISTRICT
10356 Truckee Airport Rd.
Truckee, CA 96161
(530) 587-4119 tel
(530) 587-2984 fax
[WWW.TRUCKEETAHOEAIRPORT.COM](http://www.TruckeeTahoeAirport.com)

DIRECTORS

MARY HETHERINGTON
TERESA O'DETTE
KATHRYN ROHLF
RICK STEPHENS
LISA WALLACE

AGENDA FOR DECEMBER 2, 2020

<http://ttctv.org/live-meeting/truckee-tahoe-airport/>

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, December 2, 2020 at 4:30 p.m.** Pursuant to Executive Order N-29-20, this meeting will be held exclusively via live web streaming: <http://ttctv.org/live-meeting/truckee-tahoe-airport/> Public comment can be sent to the following email and will be read aloud during Public Comment sections of each agenda topic: Lauren.Tapia@truckeetahoeairport.com Live Public Comment can be made: <https://us02web.zoom.us/j/86359688360>, Meeting ID: 86359688360. 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. 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

- COVID-19 Airport Operations and Business Continuity Update

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. Pursuant to Executive Order N-29-20, public comment may be provided by email. Please email all comments to Lauren.Tapia@truckeetahoeairport.com and staff will

endeavor to read them during the meeting. Live Public Comment can be made: <https://us02web.zoom.us/j/86359688360>, Meeting ID: 86359688360

CONSENT AGENDA

Consent Action Items:

- 1. Minutes: October 28, 2020 Regular Meeting -----TAB 01
- 2. Monthly Service Bills and Fees -----TAB 02

Consent Information Items (no motion required):

- 3. Annual Airport Art Program Report -----TAB 03
- 4. Monthly Operations and Comment Report -----TAB 04

REPORTS AND PRESENTATIONS

- 5. Housing Survey Results and JPA Report Review -----TAB 05
The Board will receive a report from the Truckee Tahoe Workforce Housing Agency regarding the recent Housing Survey needs assessment.
- 6. Bi-Annual Runway Utilization Report -----TAB 06
The Board will receive the 2020 Summer peak period Runway Utilization Report.
- 7. Flight Procedure Outreach Presentation -----TAB 07
The Board will hear a presentation regarding the Flight Procedure project including a detailed review of the proposed community outreach effort to inform our community regarding these potential new flight procedures.
- 8. ACAT Member Selection Process -----TAB 08
- 9. Monthly ACAT Report -----TAB 09
- 10. Quarterly (Q3) Safety and Security Report -----TAB 10
- 11. Quarterly (Q3) Operator/Pilot and Passenger Outreach Report -----TAB 11
- 12. Monthly Financial Report -----TAB 12

ACTION ITEMS

- 13. Review and Approval of FY 2021 Budget - Final -----TAB 13
Staff will review and propose adoption of the final FY2021 District Budget.
- 14. Review and Approval of Tower Services Request for Proposals (RFP)-----TAB 14
Staff will review and propose approval of the Request for Proposals for Air Traffic Control Services. The current contract with Midwest ATC expires May 31, 2021.

BOARD GUIDANCE AND INFORMATION ITEMS

- 15. Aviation and Community Services Department Project Updates -----TAB 15
Staff will provide ongoing updates regarding the Federal Contract Tower (FCT) Program and ADS-B implementation.
- 16. GENERAL MANAGER’S REPORT -----TAB 16
 - Upcoming Training Opportunities
 - Ad Hoc Committees Status Update and Board Assignments
 - Mountain Housing Council Committee Member Report
 - Tahoe Truckee Workforce Housing JPA – Update
 - Review of Fly Quiet Hangar Posting
 - Status of Administration Building and Parking Lot Expansion - Update
 - Alder Hill Tower Agreement - Discussion
 - Timeline for GM Annual Performance Review
 - Review of OBL and Warehouse Lease Tracking List
 - Upcoming Meeting Schedule
 - Rolling Agenda & District Goals

SPECIAL ACTION ITEM

- 17. Selection of Date for Oath of Office and Selection of *PRO TEM* Board President and Vice President ----TAB 17
The Board will consider dates and times for issuance of oath of office for new Board members. The Board will select a President and vice president *Pro Tem* to service in interim period until the January 27th Board of Directors meeting where Board officers for 2021 will be selected.

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 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** – January 27, 2021, **4:30 PM** via Live Web Streaming
- **Regular Board Meeting** – February 24, 2021, **4:30 PM** via Live Web Streaming
- **Regular Board Meeting** – March 24, 2021, **4:30 PM** via Live Web Streaming

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 November 25, 2020.



Lauren Tapia, HR Manager / District Clerk