

TTAD Rolling Agenda

Time Frame	Month
:30 :15 :20 :10 :00 :10 :00 :30 :30 :10 :10 :05 :00 :20 Total 3:05	<u>January – 2021</u> <ul style="list-style-type: none"> • Routine Business, Reports, and Presentations (G) • Annual Ops and Comment Report (G) • ACAT Member Selection (A) • Air Show Agreement Renewal (A) • Liability Insurance Renewal (A) when needed due to increase in premiums • GHG & Good Traveler Program Review (A) • Alder Hill American Towers Agreement Approval (C) • Facilities Maintenance Plan Review and Approval (A) • Revised Agency Partnership Presentation (D) • Quarterly Communications Report (I) • Flight Procedures and ADS-B Update (I) • Review Annual Board Workshop and ACAT Combined Meeting Timeline and Date (A) • Air Show Update (I) • GM Annual Performance Review (A)
	<u>February – 2021</u> <ul style="list-style-type: none"> • Routine Business, Reports, and Presentations (G) • Monthly Ops and Comment Report (G) • Review of TTAD TTSA Land Transfer Project Status (A) • BGCNLT Contract Renewal Agreement (A) • Land Management Plan Presentation (A) • Monthly Financial Report (G) • Admin Building Parking Lot Expansion Proposal (A) • ATC Tower Services Contract Approval (A) • AOPA You can Fly Program Discussion (G) • Flight Procedures and ADS-B Update (I) • Review 2021 District Goals (A)
	<u>March – 2021</u> <ul style="list-style-type: none"> • Routine Business, Reports, and Presentations (G) • Monthly Financial Report (I) • BBK Law Agreement Update (A) • Pavement Maintenance Plan Presentation (A) • Quarterly Safety & Security Report (I) • Operator/Pilot/Passenger Outreach Report (I) • Annual Reporting of Reimbursements and Disclosure Report (I) – Consent • Annual Appropriation Limit Resolution (A)
	<u>April – 2021</u> <ul style="list-style-type: none"> • Quarterly Noise Reports (I) • New Curfew Program Proposal (A) • Quarterly Financial Report (G) • Bi-Annual Runway Utilization Report (I) • Routine Reports and Presentations (I) • Quarterly Communication Report (I) • Quarterly GM Performance Review (G)

(I) = Information (G) = Guidance (A) = Action (CS) = Closed Session (C) = Consent (P) = Proposal (R) = Reminder

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	<ul style="list-style-type: none"> Finalize Budget Workshop Date CY2022 Budget (A)
	<p><u>May – 2021</u></p> <ul style="list-style-type: none"> Consent Items and Routine Reports (I) Update on Summer Pavement Projects (I) Review new Agency Partnership Program Policy (G) Facility Maintenance Plan Presentation (A) Biannual Runway Utilization Report (I) ARFF Annual Report (I) Annual Audit Presentation (A) Monthly Financial Report (I) Review Annual Employee COLA Adjustment (G)
	<p><u>June – 2021</u></p> <ul style="list-style-type: none"> Consent Items and Routine Reports (I) Air Show Update (I) Monthly Financial Report (I) ACAT Report (I) Review of 2022 Budget Timeline Designation of Unrestricted Net Assets (A) Investment Policy Review (A) – Consent Quarterly Operator/Pilot/Passenger Outreach Report (I) Quarterly Safety & Security Report (I) Monthly Ops and Comment Report (C) Property Insurance Renewal (C) Approval of annual Employee COLA (C)
	<p><u>July – 2021</u></p> <ul style="list-style-type: none"> Quarterly Operations Report (D) Quarterly Financial Report (I) Quarterly Communications Report (I) Review Hangar and Tenant CPI Lease Adjustments (I) Consent Items and Routine Reports (G) Quarterly Communications Report (D) ACAT Report (I)
	<p><u>August – 2021 (2022 Budget Workshop)</u> This meeting will be from 1:30 to 4:00 PM before regular Board Meeting.</p>
	<p><u>August – 2021</u></p> <ul style="list-style-type: none"> Routine Business, Reports, and Presentations (G) 2021 Air Show Recap and Update (I) Quarterly Safety Report (I) Operator/Pilot/Passenger Outreach Report (I) Approval of Annual Hangar & Tenant CPI Adjustment (A) PI 204 Conflict of Interest Code Review and Approval (A) Every even year GM Quarterly Performance Review (G)
	<p><u>September – 2021</u></p> <ul style="list-style-type: none"> Routine Business, Reports, and Presentations (G) ACAT Member Selection (A) Flight Procedure, Runway Utilization Tool, ADS-B Update (I) Annual ACIP Review (C) Airport Camps and Field Trips Report (Mission to Mars) (I) FY2022 Preliminary Budget Review #1 (G)

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	<p><u>October – 2021</u></p> <ul style="list-style-type: none"> • Routine Business, Reports, and Presentations (G) • Quarterly Noise and Comment Reports (I) • Bi-Annual Runway Utilization Report (I) • Review of Required Ethics Training (I) – Every other year (next review in 2022) • CY2022 Preliminary Budget Review #2 (G) • Excellence in Education Challenger Academy Presentation (I)
	<p><u>November/December – 2021 (December 1, 2021)</u></p> <ul style="list-style-type: none"> • Routine Business, Reports, and Presentations (G) • Approval of FY2022 Final Budget (C) • Liability Insurance Approval (C) • Quarterly Safety & Security Report (I) • Quarterly Operator/Pilot/Passenger Outreach Report (I) • Airport Art Program Annual Update (C) • Assignment of Board President & Vice President (A)

<p><u>Required Ethics Training Due (every 2 years)</u></p> <p>Bullock – July 2021 Morrison – April 2021 O’Dette – January 2021 Hetherington – April 2021 Rohlf – October 2022 Smith – February 2021 Stephens – December 2021 Wallace – March 2021</p>	<p><u>Required Anti-Harassment Training Due (every 2 years)</u></p> <p>Stephens – June 2021 O’Dette – June 2021 Morrison – June 2021 Wallace – August 2020 Hetherington – May 2021 Smith - September 2020 Bullock - September 2020 Hoffman - September 2020</p>
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Service Contracts Tracking List		
Vendor	Service	Expiration Date
Brandley Engineering	Aviation/Airport Engineering Services	February 2022
Mead & Hunt	Planning and GIS Services	March 2022
BBK	Special District, General, HR Legal Services	Retainer Agreement
Auerbach Engineering	General Civil Engineering (Local Engineer)	February 2022
PBD	Construction Management Services	December 2021
Kaplan Kirsch Rockwell	Specialized Aviation Legal Services	Retainer Agreement