



TRUCKEE TAHOE AIRPORT DISTRICT
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DIRECTORS

DAVID DIAMOND
MARY HETHERINGTON
TERESA O'DETTE
KATHRYN ROHLF
RICK STEPHENS

AGENDA FOR FEBRUARY 24, 2021

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

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, February 24, 2021 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://truckeetahoeairport.zoom.us/j/83473022746> Meeting ID: 834 7302 2746. 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://truckeeahoeairport.zoom.us/j/83473022746>, Meeting ID: 834 7302 2746

CONSENT AGENDA

Consent Action Items:

- 1. Minutes: January 27, 2020 Regular Meeting-----**TAB 01**
- 2. Monthly Service Bills and Fees – November and January -----**TAB 02**
- 3. PI 118 Use of Social Media by the District – Policy Revision -----**TAB 03**

Consent Information Items (no motion required):

- 4. Monthly Operations and Comment Report -----**TAB 04**

REPORTS AND PRESENTATIONS

- 5. Quarterly (Q4) and Annual Safety and Security Report -----**TAB 05**
- 6. Monthly Financial Report -----**TAB 06**

ACTION ITEMS

- 7. Consideration of Adoption of Policy Instruction 208.1 Board Meeting Minutes -----**TAB 07**
The Board will consider adoption of a Districts minutes policy. The District currently does not have a Meeting Minutes Policy.
- 8. Review and Approval of 2021 District Goals -----**TAB 08**
This is a continuation from the Board’s Goal discussion at the February 11, 2021 Board Workshop. The Board will consider revised goals for possible adoption.
- 9. Revenue and Cost Allocation Analysis and FBO Fee Study – Review and Approve -----**TAB 09**
The Board will consider acceptance of a proposal from AMCG to update the 2010 Districts Revenue and Cost Allocation Analysis as well as consider conducting an FBO Fee Study as part of this analysis.
- 10. Employee Classification and Compensation Study Discussion -----**TAB 10**
The Board will consider a staff recommendation to seek proposals to conduct the 5 Year Employee Classification and Compensation Study. This is conducted every 5 years and is a requirement of the District’s Excellence in Transparency awarded by the California Specials Districts Association (CSDA).

BOARD GUIDANCE AND INFORMATION ITEMS

- 11. T-TSA TTAD Land Exchange Discussion -----**TAB 11**
The Board will discuss the District’s desire to continue pursuing the TTAD TISA land exchange for properties north of the airport.
- 12. Monthly Flight Procedures Program Update -----**TAB 12**
This is a standing monthly item to provide a brief update and receive public comment regarding ongoing District Flight Procedure work.
- 13. Future Agenda Priorities and Meeting Management -----**TAB 13**
This is a standing monthly item to review current and future agenda priorities of the Board. As part of this discussion the Board will consider a proposal by Director Diamond to consider Board meeting management strategies.
- 14. GENERAL MANAGER’S REPORT -----**TAB 14**
 - Upcoming Training Opportunities
 - Ad Hoc Committees Status Update and Board Assignments
 - Mountain Housing Council Committee Member Report
 - Agency Partnership
 - Tahoe Truckee Workforce Housing JPA – Update
 - Potential Bike Share Community Initiative
 - Momentary Door Switch Policy Update
 - Rental Car Operations Update
 - Upcoming Meeting Schedule
 - 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 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** – March 24, 2021, **4:30 PM** via Live Web Streaming
- **Regular Board Meeting** – April 28, 2021, **4:30 PM** via Live Web Streaming

- **Regular Board Meeting** – May 26, 2021, **4:30 PM** via Live Web Streaming
- **Regular Board Meeting** – June 23, 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 February 19, 2021.



Lauren Tapia, HR Manager / District Clerk