



TRUCKEE TAHOE AIRPORT DISTRICT
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DIRECTORS

DAVID DIAMOND
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TERESA O'DETTE
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RICK STEPHENS

AGENDA FOR MAY 26, 2021

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

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, May 26, 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: Comments@truckeetahoeairport.com Live Public Comment can be made: <https://truckeetahoeairport.zoom.us/j/84917023029> Meeting ID: 849 1702 3029. 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

- **Special Recognition of Stacey Justesen for achieving her Certified International Safety Manager (CISM) Certification from the International Society of Safety Professionals (ISSP).**

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 three minutes. Pursuant to Executive Order N-29-20, public

comment may be provided by email. Please email all comments to Comments@truckeetahoeairport.com and staff will endeavor to read them during the meeting. Live Public Comment can be made: <https://truckeetahoeairport.zoom.us/j/84917023029>, Meeting ID: 849 1702 3029

CONSENT AGENDA

Consent Action Items:

1. Minutes: April 28, 2021 Regular Meeting -----TAB 01
2. Monthly Service Bills and Fees – April 2021 -----TAB 02
3. Approval of Final Contract for Midwest ATC -----TAB 03
4. Approval of Truckee Fire Protection District Measure T Letter of Support -----TAB 04

Consent Information Items (no motion required):

None

MANAGEMENT TEAM REPORTS

5. General Managers Report -----TAB 05
 - a. Quarterly Safety and Security Report
 - b. Upcoming Training and Conference Opportunities
 - c. Review of Annual Employee COLA Adjustment
 - d. ACT Update
 - e. EAA Chapter 1073 Building Lease Payment Reconciliation
 - f. Air Show Update
 - g. 2022 Budget Timeline
 - h. Review of District Goals
6. Operations and Maintenance Department Report
 - a. Update on Taxiway A Project
7. Finance and Administration Department Report -----TAB 06
 - a. Monthly Financial Report
8. Aviation and Community Services Department Report -----TAB 07
 - a. Monthly Operations and Comment Report
 - b. Monthly Flight Procedures Update
 - c. Bi-Annual Runway Utilization Report
 - d. Simulator Upgrade
 - e. Noise Abatement Procedure Test
 - f. Truckee Round House Rent Deferral Update
 - g. Bi-Annual Agency Partnership Interim Update

ACTION ITEMS

9. Tahoe Forest Hospital District Land Lease – Letter of Agreement Consideration -----TAB 08
Review and consider the non-binding Letter of Agreement proposal from Tahoe Forest Hospital District regarding a long-term land lease of District property on Soaring Way and provide direction to Staff.
10. Annual Audit Presentation and Approval -----TAB 09
James Marta & Company will present the final Fiscal year 2020 Final Financial Statements and Independent Auditors Report to the Board of Directors. The Board will consider final approval of the 2020 Audit.
11. PI 303 Expenditure Authorization Policy Revision and Update -----TAB 10
Staff is requesting Board review and approval of various amendments and updates to District Policy Instruction 303 – Expenditure Authorization – Procurement
12. Approval of Annual Appropriations Limit Resolution -----TAB 11
The Board will consider the annual District Appropriations Limit in compliance with California Senate Bill 1352.

BOARD AD HOC COMMITTEE REPORTS AND OTHER ITEMS

13. Review and Discussion of T-Hangar and Executive Hangar Waitlists -----TAB 12
At the April 2021 Board Meeting, the Board requested information and a discussion regarding T Hangars and Executive Hangar waitlists to gain better understanding of the needs and demands for hangars.
14. Board Committee Assignments and Ad Hoc Committee Reports -----TAB 13
 - a. Mountain Housing Council Report
 - b. Agency Partnership Ad Hoc Committee Report

- c. Revenue and Cost Allocation Ad Hoc Committee Report
- d. Truckee Tahoe Workforce Housing Joint Powers Authority Update
- e. Regional GHG Collective Update
- f. ACT Attendance by Board of Directors

15. Future Agenda Priorities and Meeting Management -----TAB 14

- a. Review of Upcoming Special Meetings.
- b. Review of Rolling Agenda

16. Staff and Board Member Conference Attendance Reports

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.

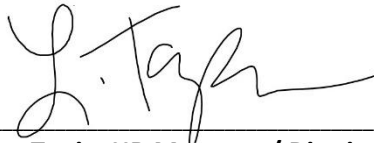
SCHEDULE FOR UPCOMING MEETINGS: The Board President and Airport Manager shall determine the agenda. Scheduled meetings of the Truckee Tahoe Airport Board of Directors are as follows:

- **Regular Board Meeting** – June 23, 2021, **4:30 PM** via Live Web Streaming
- **Regular Board Meeting** – July 28, 2021, **4:30 PM** via Live Web Streaming
- **Regular Board Meeting** – August 25, 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 May 21, 2021.



Lauren Tapia, HR Manager / District Clerk