



**TRUCKEE TAHOE AIRPORT DISTRICT**

**10356 Truckee Airport Rd.**

**Truckee, CA 96161**

**(530) 587-4119 tel**

**(530) 587-2984 fax**

**WWW.TRUCKEETAHOEAIRPORT.COM**

**DIRECTORS**

DAVID DIAMOND

MARY HETHERINGTON

TERESA O'DETTE

KATHRYN ROHLF

RICK STEPHENS

**AGENDA  
FOR  
JUNE 23, 2021**

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

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, June 23, 2021 at 4:30 p.m.** Pursuant to Executive Order N-29-20, this meeting will 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](mailto: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**

- **RESOLUTION 2021-05** Expressing appreciation to Mr. Leigh Golden ----- **TAB 01**
- **RESOLUTION 2021-06** Expressing appreciation to Ms. Stacy Caldwell ----- **TAB 02**
- **RESOLUTION 2021-07** Expressing appreciation to Ms. Lynne Larson ----- **TAB 03**
- Congratulations to Mr. Alan Feik for achieving his Airport Certified Employee (ACE) in Airfield Lighting

**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](mailto: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: May 26, 2021 Regular Meeting -----**TAB 04**
- 2. Monthly Service Bills and Fees – May 2021 -----**TAB 05**
- 3. Approval of Annual Employee COLA -----**TAB 06**
- 4. Investment Policy Review -----**TAB 07**

**Consent Information Items (no motion required):**

None

**SPECIAL PRESENTATIONS AND ACTION ITEMS**

- 5. TTWH-JPA Presentation – 1 Year Update -----**TAB 08**  
Emily Vitas, Executive Director of the Truckee Tahoe Workforce Housing Agency will provide a presentation on programs and activities of the Housing JPA.
- 6. Review and Possible Approval of new Updated Aviation Forecast -----**TAB 09**  
Staff and Mead & Hunt will present the 5-year update to the Airport Aviation Forecast. This was last completed as part of the District Master Plan project in 2015. It is standard procedure to complete periodic updates to this forecast. This new Forecast will replace Chapter 2 of the current Master Plan.

**MANAGEMENT TEAM REPORTS**

- 7. General Managers Report -----**TAB 10**  
Attachments to GM Report:
  - a. ACT Meeting Report
  - b. Annual ARFF Report
  - c. Review of District Goals
- 8. Operations and Maintenance Department Report
  - a. Update on Taxiway A Project
  - b. Water Quality Testing Report
- 9. Finance and Administration Department Report -----**TAB 11**
  - a. Monthly Financial Report
- 10. Aviation and Community Services Department Report -----**TAB 12**  
Attachments to AVCOM Report:
  - a. Monthly Operations and Comment Report
  - b. Flight Procedures Work Plan & Progress Report
  - c. Truckee Tower Noise R&I

**ACTION ITEMS**

- 11. Approval of Selection of Consultant for both the Classification and Compensation Studies -----**TAB 13**  
Staff will present proposals and a recommendation for consultant selection for the District’s Classification and Compensation Study.
- 12. Designation of Unrestricted Net Assets -----**TAB 14**  
The Board will review and approve Policy Instruction 309 – Designation of Unrestricted Net Assets.
- 13. New Pilot Group Proposal -----**TAB 15**  
Mark Covey and Director Diamond will present a proposal for the creation of a new Pilot Group.
- 14. CalPERS Pension Unfunded Liability Discussion and Possible Action -----**TAB 16**  
The Board and Staff will consider strategies and options to reduce net pension liability for TTAD. Jeff Chang, a pension expert with BBK Law will be in attendance to help answer questions. The Board will also consider a proposal from Bartel Associates to provide a review of prefunding alternatives.

**BOARD AD HOC COMMITTEE REPORTS AND OTHER ITEMS**

**15. WEBSITE, SOCIAL MEDIA, AND NEWSLETTER DISCUSSION**

This is a check-in agenda item giving the Board an opportunity to discuss the current District website, social media, and newsletter programs.

**16. Board Committee Assignments and Ad Hoc Committee Reports ----- TAB 17**

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

**17. Future Agenda Priorities and Meeting Management -----TAB 18**

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

**18. 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** – July 28, 2021, **4:30 PM** via Live Web Streaming
- **Regular Board Meeting** – August 25, 2021, **4:30 PM** via Live Web Streaming
- **Regular Board Meeting** – September 22, 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 June 18, 2021.*



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