



TRUCKEE TAHOE AIRPORT DISTRICT
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DIRECTORS

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

REGULAR MEETING AGENDA FOR AUGUST 25, 2021

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

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, August 25, 2021, at 4:30 p.m.** Pursuant to Executive Order N-08-21, this meeting will be held exclusively via live web streaming: <https://truckeetahoeairport.zoom.us/j/84917023029> 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 aims to provide safe, high-quality services and facilities, reduce impact on airport neighbors and the environment, and invest in opportunities that increase community safety and provide sustained benefit to the entire Truckee Tahoe region.

REGULAR MEETING: 4:30 PM

STANDING ORDERS: Call the Meeting to Order

PLEDGE OF ALLEGIANCE

ROLL CALL

SPECIAL ORDERS OF BUSINESS

- Congratulations to Ms. Lauren Tapia for achieving her American Association of Airport Executives (AAAE) Certified Member (CM) designation.
- Congratulations to Mr. David VanQuest who recently passed his check-ride and earned a FAA Private Pilot's License, single engine land.
- Congratulations to Ms. Emily Pindar for receiving her Executive Master Business Administration degree from the University of Nevada, Reno.

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-08-21, 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: July 28, 2021, Special Meeting -----TAB 01
- 2. Minutes: July 28, 2021, Regular Meeting -----TAB 02
- 3. Monthly Service Bills and Fees – July 2021 -----TAB 03
- 4. Airport Tenants Consumer Price Index Adjustment -----TAB 04
The Board will consider and approve by consent the annual CPI adjustment of 5.325% for airport lease hold tenants, including hangars, and other business leasing.

Consent Information Items (no motion required):

None

SPECIAL AGENDA ITEMS AND PRESENTATIONS

- 5. July 26, 2021, Aircraft Incident Update-----TAB 05
- 6. Friends of the Library Presentation -----TAB 06

MANAGEMENT TEAM REPORTS

- 7. General Managers Report -----TAB 07
Attachments to GM Report:
 - a. ACT Meeting Report
 - b. Quarterly Safety and Security Report
 - c. Draft of 2022-2026 Air Show Services Agreement Renewal
 - d. District Goals
- 8. Operations and Maintenance Department Report -----TAB 08
- 9. Finance and Administration Department Report -----TAB 09
Attachments to Finance Report:
 - a. Monthly Financial Report
- 10. Aviation and Community Services Department Report -----TAB 10
Attachments to AVCOM Report:
 - a. Monthly Operations and Comment Report
 - b. Agency Partnership Program Update

ACTION ITEMS

- 11. Regional Greenhouse Gas (GHG) Collective Proposal -----TAB 11
The Board will consider a proposal to form a partnership through the attached Memorandum of Understanding with the Town of Truckee and the Truckee Donner Public Utility District to create a regional Greenhouse Gas Reduction Coalition.

BOARD AD HOC COMMITTEE REPORTS AND OTHER ITEMS

- 12. Primary Control Management Documents (PMCD) Discussion -----TAB 12
Staff will present a review with the Board of Directors the Districts PMCDs consisting of Rules and Regulations, Minimum Standards, Leasing/Rents and Fees Policy, and Development Standards. This is a review item to understand Board interest in future revisions or amendments.

- 13. Board Committee Assignments and Ad Hoc Committee Reports ----- **TAB 13**
 - a. Mountain Housing Council Report
 - b. Revenue and Cost Allocation Ad Hoc Committee Report
 - c. Truckee Tahoe Workforce Housing Joint Powers Authority Update
 - d. Pilot Group Ad Hoc Committee Update
 - e. ACT Attendance by Board of Directors
- 14. Future Agenda Priorities and Meeting Management -----**TAB 14**
 - a. Review of Upcoming Meetings
 - b. Review of Rolling Agenda
- 15. Staff and Board Member Conference Attendance Reports
- 16. Meeting Review and Staff Direction

CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
 - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case.
- QUARTERLY GM PERFORMANCE 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** – 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 August 20, 2021.



Lauren Tapia, HR Manager / District Clerk