



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

REGULAR MEETING AGENDA
FOR
OCTOBER 27, 2021

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

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, October 27, 2021**. The Board of Directors will be holding a Closed session at 3:30 PM. Regular Open session begins at 4:30 PM. Pursuant to AB 361, this meeting will 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.

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.

CALL TO ORDER

PUBLIC COMMENT ON CLOSED SESSION ITEM

CLOSED SESSION: 3:30 PM

- CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
 - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case

REGULAR MEETING: 4:30 PM

STANDING ORDERS: Call the Regular Meeting to Order

PLEDGE OF ALLEGIANCE

ROLL CALL

SPECIAL ORDERS OF BUSINESS

- Resolution 2021-10 Virtual Meetings under AB 361 ----- **TAB 01**

- Certificate of Appreciation to TTAD from CalFIRE recognizing District staff and Mr. Dave Hoffman for their efforts related to support of firefighting helicopter crews.

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. 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: September 22, 2021, Regular Meeting -----**TAB 02**
2. Monthly Service Bills and Fees – August 2021 -----**TAB 03**
3. Pilot Group Policy Instruction -----**TAB 04**
This item approves Policy Instruction 217 – Truckee Tahoe Pilot Group as reviewed by the Board at their September 22, 2021 Board meeting.

Consent Information Items (no motion required):

None

SPECIAL REVIEW ITEMS AND PRESENTATIONS

4. Kid Zone Museum Presentation -----**TAB 05**
The Kid Zone make a presentation and provide information to the Board regarding the new Kid Zone Museum Facility proposal to the Board of Directors and public.
5. Airshow and Family Festival Presentation and Discussion ----- **TAB 06**
The Truckee Tahoe Air Show and Family Festival Committee will make a presentation to the Board of Directors regarding their accomplishments and their plans for future air show events. They will also propose the formation of an ad hoc committee similar 2017 to work on a propose for a 2022 event.

MANAGEMENT TEAM REPORTS

6. General Managers Report -----**TAB 07**
1 – Upcoming Training/Conferences
2 – ACT Update
3 – Warehouse Utility Audit
4 – Salary and Compensation Study Update
5 – Budget Timeline for 2022 Budget
6 – Up Coming Meetings
7 – District Goals Review
7. Operations and Maintenance Department Report -----**TAB 08**
1 – Tugging Incident Report
8. Finance and Administration Department Report -----**TAB 09**
1 - Monthly Financial Report
9. Aviation and Community Services Department Report ----- **TAB 10**
1– Operations and Comment Reports
2 – Monthly Flight Procedures Update
3 – Agency Partnership Update
4 – Pilot & Passenger Outreach Report
5 – Bi-Annual Runway Utilization Report
6 – Multi Lat Decommissioning
7 – Tower Weather and ATIS
8 – Flight Operations Data
9 – Q3 2021 Communications Report

ACTION ITEMS

- 10.** Boys and Girls Club Agreement Renewal ----- **TAB 11**
The Boys and Girls Club will present their proposal to renew their STEM and Aviation Programing Service Agreement with the District.
- 11.** Annual review of the Airport Capital Improvement Program (ACIP)-----**TAB 12**
The Board will review and potentially approve the annual ACIP submission to the FAA.

DISCUSSION ITEMS

- 12.** FY 2022Preliminary Draft #2 of Budget, Budget Summary, Narrative and First Draft of 2022 Goals -----**TAB 13**
The Board will review and comment on the second draft of the preliminary budget in preparation for final approval at the December 1, 2021 Board of Directors Meeting.

BOARD AD HOC COMMITTEE REPORTS AND OTHER ITEMS

- 13.** Board Committee Assignments and Ad Hoc Committee Reports ----- **TAB 14**
 - a. Mountain Housing Council Report
 - b. Truckee Tahoe Workforce Housing Joint Powers Authority Update
 - c. Revenue and Cost Allocation Ad Hoc Committee Report
 - d. General Plan Project Ad Hoc Committee
 - i. Committee will present the final draft of the Master Plan Update RFP in preparation for issuance of RFP.
 - e. Truckee Tahoe Pilot Group Ad Hoc Committee Update
 - f. ACT Attendance by Board of Directors
- 14.** Future Agenda Priorities and Meeting Management -----**TAB 15**
 - a. Review of Upcoming Meetings
 - b. Review of Rolling Agenda
- 15.** Staff and Board Member Conference Attendance Reports
- 16.** Meeting Review and Direction to Staff

CLOSED SESSION

- General Manager’s Quarterly 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** – December 1, 2021, **4:30 PM** via TBD

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 October 22, 2021.



Lauren Tapia, HR Manager / District Clerk