



TRUCKEE TAHOE AIRPORT DISTRICT

10356 Truckee Airport Rd.

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DIRECTORS

DAVID DIAMOND

MARY HETHERINGTON

TERESA O'DETTE

KATHRYN ROHLF

RICK STEPHENS

REGULAR MEETING AGENDA

FOR

FEBRUARY 23, 2022

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

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, February 23, 2022**. The Board of Directors will be holding a Closed session at 3:00 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/81204853496> Live Public Comment can be made: <https://truckeetahoeairport.zoom.us/j/81204853496> Meeting ID: 812 0485 3496. Written public comments may be submitted to Comments@truckeetahoeairport.com and comments received by 2:00 PM on February 23, 2022, will be forwarded to the Board of Directors prior to the meeting. 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 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: 3:00 PM

- CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - Property: 10356 Truckee Airport Rd, Truckee, CA 96161
 - Agency negotiator: Kevin Smith, Hardy Bullock
 - Negotiating parties:
 - Truckee Tahoe Soaring Association
 - Skydive Lake Tahoe
 - Sierra Aero/Mountain Lion Aviation
 - Care Flight
 - Under negotiation: Rent and Terms of Rent

REGULAR MEETING: 4:30 PM

STANDING ORDERS: Call the Regular Meeting to Order

PLEDGE OF ALLEGIANCE

ROLL CALL

SPECIAL ORDERS OF BUSINESS

- Adoption of Justice, Equity, Diversity, and Inclusion (JEDI) Resolution ----- **TAB 01**

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.

SPEAK YOUR PEACE REMINDER ----- TAB 02

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. Written comments may be submitted to Comments@truckeetahoeairport.com and comments received by 2:00 PM on February 23, 2022, will be forwarded to the Board of Directors prior to the meeting. Live Public Comment can be made: <https://truckeetahoeairport.zoom.us/j/81204853496> Meeting ID: **812 0485 3496**.

CONSENT AGENDA

Consent Action Items :

1. Extend Resolution 2021-11 to Re-Authorize Virtual Public Meetings in accordance with AB 36 ----- **TAB 03**
2. Minutes: January 26, 2022, Regular Meeting ----- **TAB 04**
3. Monthly Service Bills and Fees – January 2022 ----- **TAB 05**
4. Quarterly Internal Control Report from Director Stephens ----- **TAB 06**

Consent Information Items (no motion required):

None

ACTION ITEMS

5. Consideration of Approval of Air Show Agreement and Budget ----- **TAB 07**
The Truckee Tahoe Airshow and Family Festival Committee will present a proposal and Budget for a 2022 event.
6. Flight School Commercial Operating Permit Proposal from Mr. Kevin Slone ----- **TAB 08**
Mr. Kevin Slone has requested Board consideration of his proposal for a Commercial Operating Permit to operate a flight school at the Truckee Tahoe Airport.
7. Discussion and Possible Action on Disposition of Hangar L-03 Lease Agreement with Tenant
The tenant of Hangar L03 has requested an agenda item to address the Board regarding the status of his Hangar lease.
8. Flight Procedure Project Update and Amendment to contract with Flight Tech Engineering ----- **TAB 09**
AVCOM Director Hardy Bullock will make a brief presentation updating the Board and public on progress on the flight procedures project as well as seek an amendment to the contract from Flight Tech Engineering for additional work.
9. Consider Nomination for Director Stephens to Serve on the Placer County Local Agency Formation Commission

DISCUSSION ITEMS AND BOARD AD HOC COMMITTEE REPORTS

10. Policy Instruction 311 – Community Sponsorships and Agency Partnerships Policy Revision Update ---- **TAB 10**
11. Review of Proposed Goals for 2022 Discussion
The Board is scheduled for a Goal Setting Workshop on February 21, 2022. This agenda item is for follow up discussion and reporting from the workshop. The Board will take final action on District Goals for 2022 at the March 23, 2022 Board Meeting.
12. Board Committee Assignments and Ad Hoc Committee Reports ----- **TAB 11**
 - 1- Mountain Housing Council Report
 - 2- Truckee Tahoe Workforce Housing Joint Powers Authority Update
 - 3- Allocation Study Ad Hoc Committee Report
 - 4- Master Plan Project Ad Hoc Committee
 - 5- Climate Transformation Alliance Update
 - 6- ACT Attendance by Board of Directors

MANAGEMENT TEAM REPORTS

- 13. General Managers Report -----TAB 12**
 - 1 – Upcoming Training/Conferences
 - 2 – ACT Update
 - 3 – Communications Plan Update
 - 4 – Locals Fuel Discount Policy Update
 - 5 – Biomass Project Update
 - 6 – Upcoming Board Meeting Schedule
 - 7 – District Goals Review
- 14. Operations and Maintenance Department Report -----TAB 13**
 - 1 – Employee Retirement
 - 2 – Fuel Statistics Snapshot
- 15. Finance and Administration Department Report -----TAB 14**
 - 1 - Monthly Financial Report
- 16. Aviation and Community Services Department Report ----- TAB 15**
 - 1 – Monthly Operations and Comment Reports
 - 2 – Monthly Flight Procedures Update
 - 3 – Pilot and Passenger Outreach Report
 - 4 – Website Redesign RFP update
 - 5 – Communications Master Plan Update
- 17. Future Agenda Priorities and Meeting Management -----TAB 16**
 - 1- Review of Upcoming Meetings
 - 2- Review of Rolling Agenda
- 18. Staff and Board Member Conference Attendance Reports**
- 19. Meeting Review and Direction to Staff**

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 23, 2022, **4:30 PM** via TBD
- **Regular Board Meeting** – April 27, 2022, **4:30 PM** via TBD
- **Regular Board Meeting** – May 25, 2022, **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 February 18, 2022.



Lauren Tapia, HR Manager / District Clerk