



**TRUCKEE TAHOE AIRPORT DISTRICT**  
10356 Truckee Airport Rd.  
Truckee, CA 96161  
(530) 587-4119 tel  
(530) 587-2984 fax  
[WWW.TRUCKEETAHOEAIRPORT.COM](http://www.TruckeeTahoeAirport.com)

**DIRECTORS**

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

**REGULAR MEETING AGENDA  
FOR  
MARCH 23, 2022**

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

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, March 23, 2022 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](mailto:Comments@truckeetahoeairport.com) and comments received by 2:00 PM on March 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**

**REGULAR MEETING:** 4:30 PM

**STANDING ORDERS:** Call the Regular Meeting to Order

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**SPECIAL ORDERS OF BUSINESS**

**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 01**

**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. Pursuant to the Brown Act, no discussion or action, other than a referral, shall be taken by the Board 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](mailto:Comments@truckeetahoeairport.com) and comments received by 2:00 PM on March 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 02
- 2. Minutes: February 21, 2022, Special Meeting -----TAB 03
- 3. Minutes: February 23, 2022, Regular Meeting -----TAB 04
- 4. Monthly Service Bills and Fees – February 2022 -----TAB 05
- 5. Approval of TTAD Website Update Request for Proposals -----TAB 06
- 6. Annual Report of Reimbursements and Disclosure Report -----TAB 07

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

None

**ACTION ITEMS**

- 7. Approval of Resolution 2022-01 JEDI Vision and Mission -----TAB 08  
The Board adopt the proposed Justice, Equity, Diversity, and Inclusion vision and Mission as proposed in the attached resolution.
- 8. PI 311 – Community Sponsorships and Agency Partnerships Policy Approval ----- TAB 09  
The Board will review possibly approve the updated PI-311 with modifications and changes as proposed at the February Board of Directors meeting.
- 9. Update to Minimum Standards for Flight Training and Aircraft Rental ----- TAB 10  
The Board will review and possibly approve an adjustment the District Minimum Standards related to aircraft rental and flight instruction. This modification could permit staff approval or aircraft rental and flight instruction.
- 10. Classification and Compensation Study Salary Range Review and Possible Action ----- TAB 11  
The Board will consider and possibly approve new market salary ranges for District employees.
- 11. District owned Cessna 172 JTA Program Discussion and Possible Action ----- TAB 12  
The Board will discuss and take action on the future disposition of the District owned Cessna 172 JTA airport rental program.
- 12. Review of Proposed TTAD District Guiding Principles and Goals for 2022 and Possible Action -----TAB 13  
The Board will review and possibly act to adopt new District Guiding Principles and Goals. These Guiding Principles and Goals are based on our 2022 Goal Setting workshop held on February 21, 2022.
- 13. Update of Airport Capital Improvement Program (ACIP) for Infrastructure Bill projects -----TAB 14  
The Board will review and update the 2022 ACIP in preparation for submittal to FAA.

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

- 14. Board Committee Assignments and Ad Hoc Committee Reports -----TAB 15
  - 1- Mountain Housing Council Report
  - 2- Truckee Tahoe Workforce Housing Joint Powers Authority Update
  - 3- General Plan Project Ad Hoc Committee
  - 4- ACT Attendance by Board of Directors

**MANAGEMENT TEAM REPORTS**

- 15. General Managers Report -----TAB 16
  - 1 – Upcoming Training/Conferences
  - 2 – ACT Update
  - 3 – Board Workshop Schedule
  - 4 – Land Fee, Overnight Fee, and Ramp Fee Project Update
  - 5 – Hangar Use and Storage Policy Update
  - 6 – Upcoming Board Meeting Schedule
  - 7 – District Guiding Principles and Goals Review
- 16. Operations and Maintenance Department Report -----TAB 17
  - 1 – Employee Promotion
  - 2 – Snapshot of February’s FBO Activity

- 17. Finance and Administration Department Report -----TAB 18  
1 - Monthly Financial Report
- 18. Aviation and Community Services Department Report ----- TAB 19  
1 – Monthly Operations and Comment Reports  
2 – Monthly Flight Procedures Update  
3 – Website Redesign RFP  
4 – Lease Agreement Updates
- 19. Future Agenda Priorities and Meeting Management -----TAB 20  
1- Review of Upcoming Meetings  
2- Review of Rolling Agenda
- 20. Staff and Board Member Conference Attendance Reports
- 21. Meeting Review and Direction to Staff

**CLOSED SESSION:**

- CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
  - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9

**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 – April 27, 2022, 4:30 PM via TBD
- Regular Board Meeting – May 25, 2022, 4:30 PM via TBD
- Regular Board Meeting – June 22, 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 March 18, 2022.*

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