



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 MAY 25, 2022

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, May 25, 2022** in Community Rooms A & B at 10356 Truckee Airport Road, Truckee, CA 96161 and via live web streaming: <http://ttctv.org/live-meeting/truckee-tahoe-airport/>. **The Board of Directors will be holding a Closed session at 3:30 PM. Regular Open session begins at 4:30 PM. Virtual 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 4:00 PM on May 24, 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: 3:30 PM

- CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - Property: 10356 Truckee Airport Rd, Truckee, CA 96161
 - Agency negotiator: Robb Etnyre, Hardy Bullock
 - Negotiating parties:
 - Truckee Flying Club
 - Experimental Aircraft Association
 - Under Negotiation: Rent and Terms of Rent

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

REGULAR MEETING: 4:30 PM

STANDING ORDERS: Call the Regular Meeting to Order

PLEDGE OF ALLEGIANCE

ROLL CALL

SPECIAL ORDERS OF BUSINESS:

- Balchen/Post Award 2022 – Small General Aviation Category ----- **TAB 01**
Truckee Tahoe Airport was awarded the Balchen/Post Award at the International Aviation Snow Symposium (I.A.S.S.) for demonstrating excellence in performance of snow and ice control for the Small General Aviation (less than 50,000 operations per year) category.

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. 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 and comments received by 4:00 PM on May 24, 2022, will be forwarded to the Board of Directors prior to the meeting. Live Virtual 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: April 20, 2022, Special Meeting -----**TAB 04**
3. Minutes: April 27, 2022, Regular Meeting -----**TAB 05**
4. Minutes: May 3, 2022, Special Meeting -----**TAB 06**
5. Minutes: May 3, 2022, Special Meeting -----**TAB 07**
6. Monthly Service Bills and Fees – April 2022 -----**TAB 08**

Consent Information Items (no motion required):

7. Annual AARF Report from Truckee Fire Protection District -----**TAB 09**

ACTION ITEMS

8. Annual Audit Presentation and Acceptance -----**TAB 10**
James Marta & Company will present the final Fiscal year 2021 Final Financial Statements and Independent Auditors Report to the Board of Directors. The Board will consider final acceptance of the 2021 Audit.
9. Runway 02/20 Design and Bidding FAA Grant Discussion and Possible Action -----**TAB 11**
The Board will consider approving the completion of FY2021 ACIP Grant Award design work for Runway 02/20 Reconstruction and Engineering and Runway Lighting awarded to Brandley Engineering, Inc.

- 10. Resolution 2022-01 Justice Equity Diversity and Inclusion (JEDI) Mission and Vision and Policy Instruction 320 Nondiscrimination by Vendors Approval-----**TAB 12**
- 11. Annual Appropriation Limit Resolution 2022-04 -----**TAB 13**
The Board will consider the annual District Appropriations Limit in compliance with California Senate Bill 1352.
- 12. Update to Wells Fargo Account Signatories -----**TAB 14**
Approve Resolution 2022-05 – Wells Fargo Signature Cards
- 13. Call for General Election in Nevada and Placer County -----**TAB 15**
Approve RESOLUTION 2022 – 02 General Election for Nevada County and RESOLUTION 2022-03 General Election for Placer County.
- 14. Consultant Services for Future Board Strategic Workshops
Request to authorize President Rohlf and General Manager Robb Etnyre to seek and select a consultant vendor for future Board Strategic Workshops, consistent with SPI 303 Expenditure Authorization / Procurement; with a contract not to exceed \$50,000.

DISCUSSION ITEMS AND BOARD AD HOC COMMITTEE REPORTS

- 15. Air Show Committee Update
Mr. David Love will provide a 2022 Air Show and Family Festival Committee Update.
- 16. TTAD Master Plan Update, Runway Feasibility Study, and Flight Procedures Public Outreach and Feedback Report - Draft -----**TAB 16**
- 17. Board Committee Assignments and Ad Hoc Committee Reports -----**TAB 17**
 - 1- Mountain Housing Council Report
 - 2- Truckee Tahoe Workforce Housing Joint Powers Authority Update
 - 3- Master Plan Project Ad Hoc Committee
 - 4- Hangar Use Policy Ad Hoc Committee
 - 5- Climate Transformation Alliance Report
 - 6- ACT Attendance by Board of Directors
 - 7- Formation of General Manager Recruitment Ad Hoc Committee

MANAGEMENT TEAM REPORTS

- 18. General Managers Report -----**TAB 18**
1 – Initial Assessment
- 19. Finance and Administration Department Report -----**TAB 19**
1 - Monthly Financial Report
2 – Review of COLA Adjustment
3 – 2023 Budget Timeline Review
- 20. Aviation and Community Services Department Report -----**TAB 20**
1 – Bi-Annual Runway Utilization and Monthly Operations and Comment Reports
2 – Monthly Flight Procedures Update
3 – Website Vendor Selection Update
4 – Master Plan Update
5 – Communications Master Plan Update
6 – Truckee Tahoe Pilots Group Update
- 21. Future Agenda Priorities and Meeting Management -----**TAB 21**
1- Review of Upcoming Meetings
2- Review of Rolling Agenda
- 22. Staff and Board Member Conference Attendance Reports
- 23. 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** – June 22, 2022, **4:30 PM**, Community Room A, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – July 27, 2022, **4:30 PM**, Community Room A, 10356 Truckee Airport Road, Truckee, CA 96161

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 May 20, 2022.



Lauren Tapia, HR Manager / District Clerk