



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 JUNE 22, 2022

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, June 22, 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/>. **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 2:00 PM on June 22, 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

- PUBLIC EMPLOYEMENT
 - Title: General Manager
- CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - Property: 10356 Truckee Airport Rd, Truckee, CA 96161
 - Agency negotiator: Robb Etnyre, Hardy Bullock
 - Negotiating parties:
 - Skydive Truckee Tahoe
- 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:

- RESOLUTION 2022-06 – EXPRESSING APPRECIATION TO MR. HARDY BULLOCK ----- **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. 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 2:00 PM on June 22, 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: May 25, 2022, Special Meeting ----- **TAB 04**
3. Minutes: May 25, 2022, Regular Meeting ----- **TAB 05**
4. Monthly Service Bills and Fees – May 2022 ----- **TAB 06**
5. Policy Instruction 308 Investment Policy Review ----- **TAB 07**
6. Approval of Annual Employee COLA ----- **TAB 08**
7. Auerbach Master Lease Extension ----- **TAB 09**
8. Care Flight Lease Agreement ----- **TAB 10**

Consent Information Items (no motion required):

None

ACTION ITEMS

9. Bio-Energy Scoping Study Update ----- **TAB 11**
Board of Directors will be receiving a presentation by Mr. David Featherman, Wildephor Consulting, on the Truckee Bioenergy Scoping Study. Staff is requesting the Board to accept the scoping study, and to allow Staff to explore the next phase of potential Bioenergy opportunities.
10. Approval of RESOLUTION 2022-07 Investment Policy ----- **TAB 12**
Request the adoption of District Investment Policy and Delegation of Investment Authority to District Treasurer through approval of Resolution 2022-07.
11. Additional FTE Staffing Request ----- **TAB 13**
Request to approve the addition of two (s) FTEs to the Truckee Tahoe Airport District, Administrative Assistant and Operations and Maintenance Technician I.

- 12. Consultant Services for Director of Aviation and Community Services Recruitment
Request to authorize President Rohlf and General Manager Robb Etnyre to seek and select a consultant vendor for Executive Recruitment Services for the Director of Aviation and Community Services position, consistent with SPI 303 Expenditure Authorization / Procurement; with a contract not to exceed \$50,000.
- 13. Climate Transformation Alliance Charter Agreement ----- **TAB 14**
- 14. Policy Instruction 202, 203, and 206 Consolidation; Policy Instruction Update – Phase Timeline Review ----- **TAB 15**
Request to approve consolidation of Policy Instructions 202, 203 and 206 to Policy Instruction 202 – Board of Directors Basis of Authority, Code of Ethics and Meeting Management. Review proposed District Wide Board Policy Instruction review and update phase timeline.

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. Guidance for Runway 02/20 Reconstruction Design and Engineering Considerations for Widening ----**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
 - a. TTWHA Executive Report
 - b. Landing Down Payment Assistance Brochure
 - 3- Master Plan Project Ad Hoc Committee
 - 4- Hangar Use Policy Ad Hoc Committee
 - 5- General Manager Recruitment Ad Hoc Committee
 - 6- Climate Transformation Alliance Report
 - 7- ACT Attendance by Board of Directors
 - a. ACT Meeting Summary

MANAGEMENT TEAM REPORTS

- 18. General Managers Report -----**TAB 18**
 - 1- TTAD Mission
 - 2- TTAD Organizational Structure & Strategic Plan Workshops
 - 3- TTAD Major Projects
 - 4- Updated Master Plan Schedule – Phase I
 - 5- Airport Land Use Review
 - 6- TART Connect
 - 7- TTAD Agency Partnership Cycle – Update
 - 8- CalTrans Division of Aeronautics – State Permit Compliance Inspection - Update
 - 9- Future General Manager Updates
 - 10- Aviation and Community Services Report
 - a. Monthly Operations and Comment Report
 - 11- Finance and Administration Report
 - a. Monthly Financial Report
- 19. Future Agenda Priorities and Meeting Management -----**TAB 19**
 - 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

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** – July 27, 2022, **4:30 PM**, Community Room A, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – August 24, 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 June 17, 2022.



Lauren Tapia, HR Manager / District Clerk