



**TRUCKEE TAHOE AIRPORT DISTRICT**  
10356 Truckee Airport Rd.  
Truckee, CA 96161  
(530) 587-4119 tel  
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## **DIRECTORS**

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

## **REGULAR MEETING AGENDA FOR SEPTEMBER 28, 2022**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, September 28, 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](mailto:Comments@truckeetahoeairport.com) and comments received by 12:00 PM on September 28, 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 LEGAL COUNSEL—ANTICIPATED LITIGATION
  - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9
- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
  - (Paragraph (1) of subdivision (d) of Section 54956.9)
  - Name of case: Skydive Truckee Tahoe, Inc., FAA Part 13 Complaint

### **CLOSED SESSION REPORT OUT**

### **REGULAR MEETING: 4:30 PM**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**SPECIAL ORDERS OF BUSINESS:**

- Adopt Resolution 2022-09 Authorizing Remote Public Meetings ----- **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@truckeeahoeairport.com](mailto:Comments@truckeeahoeairport.com) and comments received by 12:00 PM on September 28, 2022, will be forwarded to the Board of Directors prior to the meeting. Live Virtual Public Comment can be made: <https://truckeeahoeairport.zoom.us/j/81204853496> Meeting ID: **812 0485 3496**.

**CONSENT AGENDA**

**Consent Action Items :**

1. Minutes: August 24, 2022, Special Meeting -----**TAB 03**
2. Minutes: August 24, 2022, Regular Meeting -----**TAB 04**
3. Monthly Service Bills and Fees – August 2022 -----**TAB 05**
4. Board Policy Instructions – Governance Policies Update -----**TAB 06**
5. Internal Audit Report – Q3 -----**TAB 07**

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

None

**SPECIAL PRESENTATION**

6. Mission to Mars Summer Camp Debrief  
*Mr. Ken Aronson will provide a debrief of the 2022 Mission to Mars Summer Camp season.*
7. 2022 Airshow and Family Festival Debrief -----**TAB 08**  
*The Airshow Committee will provide a debrief of the 2022 Airshow and Family Festival for the Board of Directors. The Airshow Committee will also review their 2023 Airshow & Family Festival Service Agreement request.*

**ACTION ITEMS**

8. AB 992 Social Media and Brown Act Violation Response Letter -----**TAB 09**  
*The Board of Directors will review and approve the response letter to Mr. John Jones’ cease and desist letter dated September 5, 2022, alleging violation of Assembly Bill (AB) 992 and the Brown Act.*

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

9. FY 2023 Preliminary Budget Review -----**TAB 10**

The Board will review and comment on the FY 2023 Preliminary Budget in preparation for final approval at the October 26, 2022, Regular Board Meeting.

- 10. Annual Airport Capital Improvement Program (ACIP) Review -----TAB 11  
*The Board of Directors will review the Airport’s annual ACIP submission to the FAA.*
- 11. Board Committee Assignments and Ad Hoc Committee Reports -----TAB 12
  - 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
    - a. ACT Meeting Summary

**MANAGEMENT TEAM REPORTS**

- 12. General Managers Report -----TAB 13
  - 1- TTAD Mission
  - 2- TTAD Sustainability Planning & Strategic Plan Workshops – Update
  - 3- Truckee Tahoe Airport District Major Projects
  - 4- Updated Airport Master Plan Schedule, Phase 1
  - 5- Landing Fee & Ramp Fee to replace existing Transient Use Fee
  - 6- Flight Procedures
  - 7- Director of Aviation Recruitment Timeline
  - 8- Aviation and Community Services Report
    - a. Operations and Comment Report
    - b. Hangar Waitlist Update
    - c. Equipment Donations
    - d. Special Events
  - 9- Finance and Administration Report
    - a. Monthly Financial Report
- 13. Future Agenda Priorities and Meeting Management -----TAB 14
  - 1- Review of Upcoming Meetings
  - 2- Review of Rolling Agenda
- 14. Staff and Board Member Conference Attendance Reports
- 15. 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** – October 26, 2022, **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – November 30, 2022, **4:30 PM**, Community Room A&B, 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 September 23, 2022.*

A handwritten signature in black ink, appearing to read "L. Tapia", written over a horizontal line.

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