



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
 JANUARY 25, 2023**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, January 25, 2023** 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/81060724781> Meeting ID: 810 6072 4781. Written public comments may be submitted to Comments@truckeetahoeairport.com and comments received by 12:00 PM on January 25, 2023, 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

SPECIAL ACTION ITEM

1. Annual Selection of Board President and Vice President -----**TAB 01**

PUBLIC COMMENT ON CLOSED SESSION ITEM

CLOSED SESSION: 3:00 PM

- CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - Property: 10266 Truckee Airport Rd, Truckee, CA 96161
 - Agency negotiator: Robb Etnyre, General Manager
 - Negotiating parties: ClearCapital.com, Inc; Truckee River Ventures Inc, dba Lift Truckee

- Under negotiation: Rent and Terms of Rental Payments
- CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - Property: 10356 Truckee Airport Rd, Truckee, CA 96161
 - Agency negotiator: Robb Etnyre
 - Negotiating parties:
 - Truckee Tahoe Soaring Association
 - Skydive Lake Tahoe
 - Under negotiation: Rent and Terms of Rent
- 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 2023- 01 Authorizing Remote Public Meetings ----- **TAB 02**

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 03**

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 12:00 PM on January 25, 2023, will be forwarded to the Board of Directors prior to the meeting. Live Virtual Public Comment can be made: <https://truckeetahoeairport.zoom.us/j/81060724781> Meeting ID: **810 6072 4781**.

CONSENT AGENDA

Consent Action Items :

2. Minutes: November 30, 2022, Regular Meeting ----- **TAB 04**
3. Monthly Service Bills and Fees – November and December 2022 ----- **TAB 05**
4. Policy Instruction 110 – Personnel Policies – Vacation Accrual Update ----- **TAB 06**

Consent Information Items (no motion required):

None

SPECIAL PRESENTATION

- 5. Annual Board Member Training Session – District Counsel Josh Nelson
District Counsel Josh Nelson will provide an annual training session for the Board of Directors outlining Best Practices for Board Governance, Roles, and Responsibilities.
- 6. Agnew::Beck Strategic Plan Special Workshop Update – Ms. Seana Doherty

ACTION ITEMS

- 7. Award Master Lease Agreements for Airport Engineering, General Engineering Services -----**TAB 07**
- 8. Review, discuss, and potentially approve assignment of the lease for 10266 Truckee Airport Rd. from Clear Capital.com, Inc to Truckee River Ventures, Inc dba Lift Truckee in a form as approved by the General Counsel -----**TAB 08**

DISCUSSION ITEMS AND BOARD AD HOC COMMITTEE REPORTS

- 9. Board Committee Assignments and Ad Hoc Committee Reports -----**TAB 09**
 - 1- Mountain Housing Council Report
 - 2- Truckee Tahoe Workforce Housing Joint Powers Authority Update
 - 3- Climate Transformation Alliance Report
 - 4- ACT Attendance by Board of Directors

MANAGEMENT TEAM REPORTS

- 10. General Managers Report -----**TAB 10**
 - 1- Truckee Tahoe Airport District Major Projects
 - 2- Review Updated Master Fee Schedule
 - 3- Aviation and Community Services Report
 - a. Annual Operations and Comment Report
 - b. Quarterly Pilot/Operator Outreach Report
 - c. Quarterly Communications Report
 - 4- Finance and Administration Report
 - a. Quarterly Financial Report
- 11. Future Agenda Priorities and Meeting Management -----**TAB 11**
 - 1- Review of Upcoming Meetings
 - 2- Review of Rolling Agenda
- 12. Staff and Board Member Conference Attendance Reports -----**TAB 12**
 - 1- AAAE Aviation Issues Conference Summary Report – Director Stephens
- 13. 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:

- **Special Board Meeting** – February 8, 2023; **9:00 AM**, TBD
- **Regular Board Meeting** – February 22, 2023, **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Special Board Meeting** – March 22, 2023, **9:00 AM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – March 22, 2023, **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – April 26, 2023, **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Special Board Meeting** – April 27, 2023, **9:00 AM**, 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 January 20, 2023.



Lauren Tapia, HR Manager / District Clerk