



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

## **DIRECTORS**

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

## **REGULAR MEETING AGENDA FOR JUNE 28, 2023**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, June 28, 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](mailto:Comments@truckeetahoeairport.com) and comments received by 11:00 AM on June 27, 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**

### **PUBLIC COMMENT ON CLOSED SESSION ITEM**

### **CLOSED SESSION: 3:00 PM**

- 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
- CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
  - (Paragraph (1) of subdivision (d) of Section 54956.9)
  - Name of case: Truckee Tahoe Soaring Association, 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:**

**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 11:00 AM on June 27, 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 :**

1. Minutes: May 22, 2023, Special Meeting ----- **TAB 02**
2. Minutes: May 23, 2023, Regular Meeting ----- **TAB 03**
3. Monthly Service Bills and Fees – May 2023 ----- **TAB 04**
4. Approval of General Manager’s Performance Bonus ----- **TAB 05**
5. Approval of Annual Employee Cost of Living Adjustment (COLA) ----- **TAB 06**
6. Approval of General Manager Cost of Living Adjustment (COLA) ----- **TAB 07**
7. Policy Instructions Update – PI 400’s & 500’s ----- **TAB 08**
8. TTAD Property Insurance Renewal ----- **TAB 09**
9. TTAD Fuel Truck Replacement ----- **TAB 10**
10. TTAD Flat Bed Truck Surplus ----- **TAB 11**
11. Design Bar – Additional Business Operation ----- **TAB 12**
12. FAA Grant Authorization – TRK-WPG-3-0262-046-2023 Grant Agreement ----- **TAB 13**
13. Contract Award FAA Grant Agreement TRK-WPG-3-0262-046-2023 ----- **TAB 14**

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

**ACTION ITEMS**

14. T-TSA/TTAD Land Exchange ----- **TAB 15**

15. Carbon Data & Sustainability Reporting Platform – nZero-----TAB 16

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

16. Review and Discuss Potential Conflict of Interest Regarding Hanger Rentals and FPPC Advice Letter Request -----TAB 17

17. Fly Quiet and Safety Policy - Informational Review -----TAB 18

18. Hangar Revitalization Plan - Informational Review -----TAB 19

19. Noise Monitoring Systems – Informational Review -----TAB 20

20. Board Committee Assignments and Ad Hoc Committee Reports -----TAB 21

- 1- Truckee Tahoe Workforce Housing Joint Powers Authority Update
- 2- Climate Transformation Alliance Report
- 3- ACT Attendance by Board of Directors

**MANAGEMENT TEAM REPORTS**

21. General Managers Report -----TAB 22

- 1- Truckee Tahoe Airport District Major Projects
- 2- Aviation and Community Services Report
  - a. Monthly Operations and Comment Report
- 3- Finance and Administration Report
  - a. Monthly Financial Report
  - b. 2023 Reserve Study

22. Future Agenda Priorities and Meeting Management -----TAB 23

- 1- Review of Upcoming Meetings
- 2- Review of Rolling Agenda

23. Staff and Board Member Conference Attendance Reports

24. 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 26, 2023, **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Special Board Meeting** – August 22, 2023, **1:00 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – August 23, 2023, **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – September 27, 2023, **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – October 25, 2023, **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – November 29, 2023, **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 June 23, 2023.*

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

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