

# TTAD Rolling Agenda

<p><b>Month</b></p>
<p><b><u>April 23, 2025</u></b></p> <p><u>Consent</u></p> <ul style="list-style-type: none"> <li>• March Minutes (C)</li> <li>• Monthly Service Bills and Fees (C)</li> </ul> <p><u>Action</u></p> <p><u>Information</u></p> <ul style="list-style-type: none"> <li>• Board and Staff Committee Assignment Report (I)</li> </ul> <p><u>Guidance</u></p> <ul style="list-style-type: none"> <li>• Management Team Reports (G)</li> </ul> <p><u>Closed Session</u></p> <ul style="list-style-type: none"> <li>• Annual GM Performance Review (CS)</li> <li>• Conference with Labor Negotiators (CS)</li> </ul>
<p><b><u>May 6, 2025 - Workshop</u></b></p> <ul style="list-style-type: none"> <li>• Strategic Plan Tune Up – Workshop #2</li> </ul>
<p><b><u>May 28, 2025</u></b></p> <p><u>Consent</u></p> <ul style="list-style-type: none"> <li>• April Minutes (C)</li> <li>• Monthly Service Bills and Fees (C)</li> <li>• ARFF Annual Report (C)</li> <li>• NetSuite Contract (5 years) (C)</li> <li>• Call for General Election in Nevada County and Placer County (C) (every even year)</li> </ul> <p><u>Action</u></p> <ul style="list-style-type: none"> <li>• General Manager’s Merit Increase (Salary) (A)</li> <li>• Annual Audit Presentation and Acceptance (A)</li> </ul> <p><u>Information</u></p> <ul style="list-style-type: none"> <li>• Peak Period Runway Utilization Report - Winter (I)</li> <li>• Board and Staff Committee Assignment Report (I)</li> </ul> <p><u>Guidance</u></p> <ul style="list-style-type: none"> <li>• Management Team Reports (G)</li> <li>• Budget Timeline and Workshop Date CY 2026 Budget (G)</li> <li>• Review Annual Employee COLA Adjustment (G)</li> </ul> <p><b><u>Closed Session</u></b></p> <ul style="list-style-type: none"> <li>• General Manager’s Annual Performance Review</li> <li>• Conference with Labor Negotiators</li> </ul>
<p><b><u>June 25, 2025</u></b></p> <p><u>Consent</u></p> <ul style="list-style-type: none"> <li>• May Minutes (C)</li> <li>• Monthly Service Bills and Fees (C)</li> <li>• Property Insurance Renewal (C)</li> <li>• Approval of Annual Employee COLA (C)</li> <li>• Approval of GM COLA (C)</li> <li>• Hangar Sensors Phase 2 (C)</li> </ul> <p><u>Action</u></p> <p><u>Information</u></p> <ul style="list-style-type: none"> <li>• Board and Staff Committee Assignment Report (I)</li> <li>• Management Team Reports (G)</li> </ul>

(I) = Information (G) = Guidance (A) = Action (CS) = Closed Session (C) = Consent (P) = Proposal (R) = Reminder

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# TTAD Rolling Agenda

## **July 23, 2025**

### Consent

- June Minutes (C)
- Monthly Service Bills and Fees (C)
- Liability and Cyber Insurance Renewal (C)
- Monthly TTAD Community Sponsorship Requests (C)

### Action

### Information

- Quarterly Financial Report (I)
- Finalize Budget Timeline and Workshop Date CY 2026 Budget (G)
- Quarterly Operations and Comment Report (I)
- Board and Staff Committee Assignment Report (I)
- Management Team Reports (G)

## **August 27, 2025**

### Consent

- July Minutes
- Monthly Service Bills and Fees
- Property, Liability, and Cyber Insurance Renewal
- Monthly TTAD Community Sponsorship Requests

### Action

- PI 204 Conflict of Interest Code Review and Approval every even year (A)

### Information

- Board and Staff Committee Assignment Report (I)
- Management Team Reports (G)

## **September 24, 2025**

### Consent

- August Minutes (C)
- Monthly Service Bills and Fees (C)

### Action

- Annual ACIP Review (A)

### Information

- Board and Staff Committee Assignment Report (I)
- Management Team Reports (G)

### Closed Session

GM Quarterly Performance Review (CS)

## **October 22, 2025**

### Consent

- September Minutes (C)
- Monthly Service Bills and Fees (C)
- Hangar CPI Adjustment (C)

### Action

- CY 2026 Final Budget Approval (A)

### Information

- Quarterly Financial Report (I)
- Quarterly Operations and Comment Report (I)
- Peak Period Runway Utilization Report – Summer (I)
- Board and Staff Committee Assignment Report (I)

Management Team Reports (G)

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# TTAD Rolling Agenda

## **December 3, 2025**

### Consent

- October Minutes (C)
- Monthly Service Bills and Fees (C)

### SPECIAL PRESENTATION

- Boys and Girls Club of North Lake Tahoe Annual Program Review
- Mission to Mars Summer Camp Review

### Information

- Board and Staff Committee Assignment Report (I)
- Management Team Reports (G)

## **January 2026**

### Special Action Item

- Assignment of Board President & Vice President (A)

### Consent

- November/December Minutes (C)
- Monthly Service Bills and Fees (C)

### Special Presentation

- Annual Board of Directors Training (Brown Act, FPPC Form 700, Conflict of Interest)

### Action

- Property/Liability Insurance Renewal (A) when needed due to an increase in premiums.

### Information

- Annual Operations and Comment Report (I)
- Board and Staff Committee Assignment Report (I)
- Management Team Reports (G)

## **February 2026**

### Consent

- January Minutes (C)
- Monthly Service Bills and Fees (C)

### Action

### Information

- Quarterly Financial Report (I)
- Quarterly Pilot/Passenger Outreach Report (I)
- Board and Staff Committee Assignment Report (I)

### Guidance

Management Team Reports (G)

## **March 2026**

### Consent

- February Minutes (C)
- February Monthly Service Bills and Fees (C)
- Annual Reporting of Reimbursements and Disclosure Report (C)

### Action

### Information

- ACT Forum Report (I)
- Board and Staff Committee Assignment Report (I)

### Guidance

- Management Team Reports (G)

### Closed Session

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## TTAD Rolling Agenda

- GM Quarterly Performance Review (CS)
- Conference with Labor Negotiators (CS)

<b><u>Required Ethics Training Due (every 2 years)</u></b>	<b><u>Required Anti-Harassment Training Due (every 2 years)</u></b>
O'Dette – March 2027	O'Dette – June 2025
Hetherington – April 2025	Hetherington – June 2025
Horvath - February 2027	Horvath – January 2027
Rohlf – November 2026	Rohlf – August 2025
Etnyre – May 2026	Diamond – March 2025
Diamond – January 2027	Etnyre – May 2026
Woo – May 2025	Menasco – February 2027
Menasco – October 2026	Wawrzynski – September 2026
Wawrzynski – September 2026	Woo – February 2025

<b>Service Contracts Tracking List</b>		
Vendor	Service	Expiration Date
Brandley Engineering	Aviation/Airport Engineering Services	January 2026
Mead & Hunt	Planning – Master Plan Phase I	October 2023
BBK	Special District, General, HR Legal Services	Retainer Agreement
Auerbach Engineering	General Civil Engineering (Local Engineer)	January 2026
Kaplan Kirsch Rockwell	Specialized Aviation Legal Services	Retainer Agreement

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