



AGENDA ITEM: 08c

TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS STAFF REPORT

AGENDA TITLE: Aviation STEAM Facility Cost Estimates

MEETING DATE: Wednesday, June 25, 2025

PREPARED BY: Jeff Menasco, Director of Aviation

RECOMMENDED ACTION:

Receive Board guidance on cost estimate of a TTAD STEAM Facility.

BACKGROUND:

After last month's Board discussion on a TTAD STEAM Continuum, the Board requested a more refined cost estimate of a STEAM facility.

DISCUSSION:

This estimate is for a 12-month lease of the 5-shipping container "Workplex" ~ 1,600 sqft with 4 small offices. This includes a portable restroom (HVAC controlled) which includes septic service.

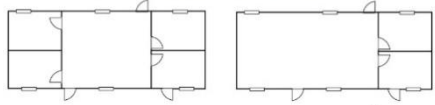
Estimated cost:

Item	One-time	Monthly	Total Annual
- Workplex	\$9625	\$3250	\$49,581
- 2 Restroom	\$860	\$1750	\$22,047
- Utilities/permit	\$10,000	\$250	\$13,000
- Janitorial		\$400	\$4,800
- Fence/Landscaping	\$2,000	\$100	\$3,200
- IT/network	\$2,000		\$2,000
- Branding/signage	\$3,000		<u>\$3,000</u>
			\$97,628

Estimated staff time:

Position	Initial	Monthly	Total Annual
- Outreach Coordinator	30	10	150
- O&M Techs	12	5	72
- Director of Aviation	20	2	44
- Facility Manager	15	2	<u>39</u>
			305 hours

Modular examples:



Location example:



PUBLIC COMMUNICATIONS

To date, TTAD's communication efforts around STEAM have been largely event-driven and informal. As this initiative matures, a more deliberate and strategic communications plan will be needed to support stakeholder coordination and public engagement.

SAMPLE MOTION

No motion required, for Board discussion and feedback only.