



TRUCKEE TAHOE AIRPORT DISTRICT
10356 Truckee Airport Rd.
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DIRECTORS

DAVID DIAMOND
MARY HETHERINGTON
GREG HORVATH
TERESA O'DETTE
KATHRYN ROHLF

REGULAR MEETING AGENDA FOR DECEMBER 3, 2025

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, December 3, 2025** in Community Rooms A & B at 10356 Truckee Airport Road, Truckee, CA 96161 and via live web streaming: <https://ttm.open.media/?category=458> Written public comments may be submitted to Comments@truckeetahoeairport.com and comments received by 12:00 PM on December 2, 2025, will be forwarded to the Board of Directors before 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 (3) of subdivision (d) of Section 54956.9: 1 case
- GENERAL MANAGER PERFORMANCE REVIEW
 - Government Code 54957
 - Quarterly Performance Review

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.

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@truckee-tahoeairport.com, and comments received by 12:00 PM on December 2, 2025, will be forwarded to the Board of Directors prior to the meeting.

CONSENT AGENDA

Consent Action Items :

1. Minutes: October 22, 2025, Special Meeting -----**TAB 01**
2. Minutes: October 22, 2025, Regular Meeting -----**TAB 02**
3. Monthly Service Bills and Fees – October 2025 -----**TAB 03**
4. Landing Fee & Overnight Parking Fee Services – Contract Award -----**TAB 04**
5. Amended and Restated MOU – Tahoe City Golf Course -----**TAB 05**

SPECIAL PRESENTATIONS

6. Truckee Donner Recreation & Park TTAD Partnership Programs Annual Review
7. Aviation STEAM Programs Annual Review
8. Wildfire Mitigation Projects Annual Review
9. Boys and Girls Club of NLT Annual Review
10. Brown Act Updates – CA SB 707 – BBK Review

ACTION ITEM

11. Boys and Girls Club of NLT Service Contract – Renewal -----**TAB 06**

DISCUSSION ITEMS AND BOARD AD HOC COMMITTEE REPORTS

12. Airport Office Building Long Term Lease Request for Proposal (RFP) Discussion -----**TAB 07**
13. Board Committee Assignments and Ad Hoc Committee Reports -----**TAB 08**
 - 1- Truckee Tahoe Workforce Housing Joint Powers Authority Update
 - 2- Town of Truckee River Revitalization Steering Committee
 - 3- Climate Transformation Alliance Report
 - 4- TNT/TMA Monthly Update

MANAGEMENT TEAM REPORTS

14. General Managers' Report -----**TAB 09**
 - 1- Truckee Tahoe Airport District Priorities
 - 2- Main Terminal Ramp Circle Parking – Local Hangered Aircraft Tenants – Winter Only

- 3- Master Fee Schedule – Updated
- 4- Landing Fees
- 5- District Counsel Report
- 6- Aviation and Community Services Report
 - a. Monthly Operations and Comment Report
- 7- Monthly Finance and Administration Report
15. Future Agenda Priorities and Meeting Management -----TAB 10
 - 1- Review of Upcoming Meetings
 - 2- Review of Rolling Agenda
16. Staff and Board Member Conference Attendance Reports

SPECIAL ACTION ITEM

17. Selection of Board President, Vice President, and Internal Auditor -----TAB 11

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** – January 28, 2026; **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – February 25, 2026; **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – March 25, 2026, **4:30 PM**, Community Room A&B, 10356 Truckee Airport Road, Truckee, CA 96161
- **Regular Board Meeting** – April 22, 2026, **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 November 25, 2025.



 Lauren Tapia, HR Manager / District Clerk