

# LETTER OF AGREEMENT

DATE: June XX, 2026

**PARTIES: Truckee Tahoe Airport District (“District”)** 10356 Truckee Airport Rd. Truckee, CA 96161

**Town of Truckee (“Town”)** 10183 Truckee Airport Road Truckee, CA 96161

## **Letter of Agreement Outlining the Dual-Track Process for the Sale of ~12.7 Acres of Locally Acquired Airport District Land (Portion of APN 019-441-011) to the Town of Truckee**

### **1. Purpose and Property Description**

This Letter of Agreement (LOA) establishes formal coordination between the District and the Town to proceed with the proposed sale of approximately 12.7 acres of the vacant parcel located at the northwest corner of Soaring Way and Truckee Airport Road (Nevada County APN 019-441-011). The Town intends to utilize this land for the development of a new police station and public safety facility. Both parties acknowledge the property was acquired using local funds (identified as Parcel 3d on the District’s Exhibit ‘A’ Property Map) and does not involve land purchased with federal FAA grant assistance.

### **2. Fair Market Valuation**

The purchase price shall be based on the fair market value established in the District’s March 2026 appraisal. That appraisal concluded with a fee simple market value of 435,514 per acre. Accordingly, the anticipated purchase price for the 12.7-acre portion is \$5,531,028.

### **3. Track 1: Federal FAA Notice of Intent Process**

As the District is a federally obligated airport, it must comply with Section 743 of the FAA Reauthorization Act of 2024, which governs land use oversight and the review of Airport Layout Plans (ALPs). Because this land was locally acquired, the District will submit a Notice of Intent (NOI) to the FAA asserting the sale is outside the FAA’s review and approval authority.

In the NOI, the District will document that the proposed sale meets the following three factors (Zones of Interest) required to remain outside FAA jurisdiction:

1. The project will not materially impact the safe and efficient operation of aircraft at, to, or from the airport.
2. The project will not adversely affect the safety of people or property on the ground because of aircraft operations.
3. The project will not adversely affect the value of prior Federal investments to a significant extent.

Per federal statute, the FAA has 45 days from the receipt of the NOI to object. If the FAA fails to object within this 45-day window, the project is deemed to be outside the scope of the Secretary’s review and approval authority, allowing the District to proceed with the disposition.

#### 4. Track 2: California Surplus Land Act Compliance

Simultaneously, the District will comply with applicable requirements under the California Surplus Land Act (SLA) (Gov. Code, §§ 54220-54234). The District Board anticipates determining that the 7.5-acre parcel qualifies as "Exempt Surplus Land" based on the following state criteria:

- The sale is a disposition of land to another local public agency (the Town) for the Town's use.
- The land will be utilized for public facilities, specifically a police station.

The District will submit the draft resolution and supporting documentation to the California Department of Housing and Community Development (HCD) SLA Portal. The sale remains contingent upon receiving a compliance letter from HCD verifying that the disposition follows the Updated Surplus Land Act Guidelines.

#### 5. Finalization and Execution

Upon the expiration of the FAA's 45-day review period without objection and the receipt of a compliance letter from HCD, the parties will:

- Negotiate and execute a final Purchase and Sale Agreement (PSA).
- Complete the lot split and mapping process, to be managed and funded by the Town.
- The Town shall complete any necessary environmental review processes required by the California Environmental Quality Act (CEQA) as an integral component of the lot split and mapping process. The District will be a responsible agency.
- Update the Airport Layout Plan (ALP) to reflect the formal change to non-aeronautical use.

#### 6. Non-Binding

This LOA is solely intended as an expression of interest and shall not be a legally binding agreement. Neither Town nor District shall have an obligation to close the transactions described above until such time as they, in their sole and absolute discretion, enter into a PSA after completing CEQA and other necessary review.

#### SIGNATURES:

By \_\_\_\_\_  
**Robb Etnyre**  
General Manager  
Truckee Tahoe Airport District

By \_\_\_\_\_  
**Jen Callaway**  
Town Manager  
Town of Truckee

1. **Parcel Identification:** The 12.7-acre parcel is located at the northwest corner of Soaring Way and Truckee Airport Road, Nevada County APN 019-441-011.

2. **Local Acquisition:** The land is part of Parcel 3d, which was acquired via local purchase on January 12, 1967, and did not use FAA grant funds.
3. **Valuation:** Fair market value is established by the Appraisal Report 25-125-02 dated March 5, 2026.
4. **Federal Authority:** Section 743 of the FAA Reauthorization Act of 2024 (P.L. 118-63) limits FAA authority over locally acquired land.
5. **Notice of Intent (NOI):** The 45-day review period and the requirement for an NOI are established under 49 U.S.C. § 47107(x)(3) as amended.
6. **Zones of Interest:** The three factors determining FAA jurisdiction are codified at 49 U.S.C. § 47107(x)(1).
7. **Surplus Land Act (SLA):** General compliance requirements for local agencies are governed by Government Code sections 54220-54234.
8. **Exempt Surplus:** Dispositions between public agencies for their use qualify for exemptions under standard HCD guidelines.
9. **HCD Portal:** The requirement to submit all SLA documentation via the HCD portal was updated on the August 1, 2024, guidelines.
10. **CEQA/NEPA:** While the FAA may not require NEPA if they lack ALP approval authority, the Town remains subject to state CEQA requirements for local land use projects.

**Exhibit A:** [Airport Layout Plan \(ALP\) July 2015 - Property Map](#)

**Exhibit B:** Land Purchase Offer – Town of Truckee – letter dated April 2, 2026

**Exhibit C:** Appraisal of 10.7± ACRE PARCEL OF NEVADA COUNTY APN 019-440-68