



AGENDA ITEM: 07

TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS STAFF REPORT

AGENDA TITLE: Suspension of PI 505 – Community Room Usage

MEETING DATE: August 26, 2026

PREPARED BY: Liza Smith

RECOMMENDED ACTION: Approve a one-year suspension of PI 505.

BACKGROUND:

Exploring usage of Airport meeting space for optimum utilization: The Truckee Tahoe Airport District is evaluating alternate venues to continue STEAM (Science, Technology, Engineering, Arts and Mathematics) initiatives. Continuing operations at the temporary Multiuse Aviation Facility (MAF) is financially unsustainable, so a one-year interim transition plan is being considered for a change in priority utilization of community room spaces with the Airport Terminal Building. Starting December, 2026 staff will utilize the Community Room(s) as the primary venue for all educational activities previously conducted within the MAF building.

OPERATIONS IMPACT: The annual proof of concept period will start in December 2026 and continue through 2027. The District may displace already scheduled meetings for the 2026 calendar year based on a new schedule being developed. The current activities taking place in the Community Room(s) will be suspended for a one-year period. This would include: all scheduled non-profit meetings, all scheduled government entity meetings, all scheduled Airport District Board meetings. The Airport Board meetings will be held at the Town of Truckee Council chambers room for this period.

FISCAL IMPACT: No fiscal impact

SAMPLE MOTION(S): I move to (approve, deny) suspending PI505 for the period of 1 calendar year starting December 1, 2026.

ATTACHMENTS:

Policy Instruction 505 – Community Room Usage