AGENDA ITEM: _____

TRUCKEE TAHOE AIRPORT DISTRICT

BOARD OF DIRECTORS STAFF REPORT

AGENDA TITLE: **Informed Written Consent to Conflict of Interest - BBK**

MEETING DATE: **October 21, 2026**

PREPARED BY: **Robb Etnyre, General Manager**

ACTION RECOMMENDED: Consider approval, via consent, accepting the Written Consent to Conflict of Interest with regard to Best, Best, Kreiger and the Town of Truckee with regard to the of Exempt Surplus Land Resolution - Town of Truckee (APN 019 441 11) and TTAD – Town of Truckee – Land Purchase Agreement for the sale of ~11 Acres of TTAD local acquired land to the Town of Truckee.

BACKGROUND:

The Airport District Board entered in a Letter of Agreement (LOA) – attached, which established formal coordination between the District and the Town to proceed with the proposed sale of approximately 11 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 acknowledged 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.

The FAA has been notified by TTAD of the Notice of Intent to surplus the locally acquired vacant land. The FAA has responded with no objections or authority under law to regulate the sale of locally procured land by the Airport District.

DISCUSSION: Truckee Tahoe Airport District (the "District") has asked Best Best & Krieger, LLP ("BBK" or the "Firm") to represent it in reviewing a purchase and sale agreement and drafting a Surplus Land Act exemption resolution (the "Matter"). The Matter involves the Town of Truckee (the "Town"). As we have discussed, BBK represents the Town in matters unrelated to the Matter. Because the District's interests in the Matter may be adverse to the Town's, BBK's handling of that matter creates a conflict of interest for the firm under the applicable rules of professional conduct.

FISCAL IMPACT: None

SAMPLE MOTION(S): I move to (approve, deny, modify) via consent, the attached Informed Written Consent to Conflict of Interest, and authorize the General Manager to take actions necessary to acknowledge this matter.

ATTACHMENTS:

Informed Written Consent to Conflict of Interest