



TRUCKEE TAHOE AIRPORT DISTRICT
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 JOHN B. JONES, JR.
 JAMES W. MORRISON
 J. THOMAS VAN BERKEM
 LISA WALLACE

**AGENDA
 FOR
 DECEMBER 3, 2014**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, December 3, 2014 at 4:30 p.m. in the Truckee Tahoe Airport District Community Room**, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California. 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. All meetings are recorded. The meeting room is accessible to people with disabilities. 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.

REGULAR MEETING: 4:30 pm

STANDING ORDERS: Call the Meeting to Order

PLEDGE OF ALLEGIANCE

ROLL CALL

SPECIAL ORDERS OF BUSINESS

- Martis Valley West Parcel Project update has been deferred to the January 28, 2015 Board meeting.

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 and ACAT. Pursuant to the Brown Act, no discussion or action, other than a referral, shall be taken by the Board or ACAT 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 five minutes.

CONSENT ITEMS

1. Minutes: October 29, 2014 Regular Meeting----- **TAB 1**
2. Monthly Service Bills and Fees ----- **TAB 2**
3. Annual Statement of Fact to Placer/Nevada County – State Controller ----- **TAB 3**
4. Liability Insurance----- **TAB 4**
5. Financial Report ----- **TAB 5**
6. Quarterly Noise and Comment Report ----- **TAB 6**
7. Quarterly Communications Report----- **TAB 7**
8. Employee Certification Incentive Program Adoption ----- **TAB 8**
9. PI 504.1 Skydiving Minimum Standards Policy Revision----- **TAB 9**
10. PI 312 Funding Assistance Policy Adoption ----- **TAB 10**
11. Release the Request for Proposal (RFP) for Minimum Standards/Rules and Regulations----- **TAB 11**
12. Release the Request for Proposal (RFP) for Professional Consulting Services, Demand Drivers of the Truckee Tahoe Airport ----- **TAB 12**

PRESENTATIONS AND ROUTINE REPORTS

13. PRESENTATION AND APPROVAL OF ANNUAL AUDIT----- **TAB 13**
 Board will consider and approve FY2014 Audit Report presented by James Marta and Company
14. REPORT ON MULTI USE HANGAR PROJECT PUBLIC INPUT PHASE 1 REPORT----- **TAB 14**
 Staff and the Ad Hoc Committee will review public input received from November 5 workshop

15. AIRPORT COMMUNITY ADVISORY TEAM ----- TAB 15

BOARD ACTION ITEMS

16. APPROVAL OF 2014 PAVEMENT MANAGEMENT PLAN UPDATE ----- TAB 16
Reinard Brandley will present the updated 2014 Pavement Management Plan

17. APPROVAL OF THE 2014 TO 2019 AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP) AND APPROVAL OF 2015 SUMMER PAVEMENT MAINTENANCE PROJECTS----- TAB 17
Board of Directors will approve the annual update to the FAA required Airport Capital Improvement Program.
District Engineer Bill Quesnel will review pavement projects proposed for summer 2015.

18. REVIEW PROPOSED LETTER OF INTENT FROM CLEAR CAPITAL AND JMA ON PROPOSED OFFICE BUILDING ON DISTRICT PROPERTY ----- TAB 18
The District received a proposed Letter of Intent from Clear Capital and JMA to construct a new 10,000 sq ft. office building on District property. This non-binding Letter of Intent will be discussed with the Board and possible action taken.

BOARD GUIDANCE AND INFORMATION ITEMS

19. GENERAL MANAGER'S REPORT -----TAB 19

- Upcoming Training Opportunities
- Ad Hoc Committees Update
 - Land Leasing – Clear Capital – Staff Update on Progress
 - Master Plan
 - Hangar 3 – Update on progress of Architect/Engineer Selection
- Review of February 2015 Board of Director/Staff retreat
- Review of Letter From Civil Air Patrol – Aeronautical Learning Center
- Update on PC-3 Public Acquisition Request
- Scheduling of Combined Board/ACAT Meeting
- Reminder of Upcoming Meetings

20. ANNUAL SELECTION OF BOARD PRESIDENT AND VICE PRESIDENT ----- TAB 20
Policy Instruction 209 - Assignment of Board President/Vice President for FY 2015

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 factual 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, 2014, **4:30 PM:** Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Board Retreat** – February 12, 2015, **9:00 AM:** Northstar Board Room, 100 Northstar Drive, Truckee CA
- **Regular Board Meeting** – February 25, 2015; **4:30 PM:** Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – March 25, 2015; **4:30 PM:** Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – April 22, 2015; **4:30 PM:** Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA

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 28, 2014.

Denae Granger, District Clerk