



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

AGENDA
FOR
AUGUST 22, 2013

A meeting of the Truckee Tahoe Airport District will be held on **Thursday, August 22, 2013 at 9:00 a.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: 9:00 a.m.

STANDING ORDERS: Call the Meeting to Order

PLEDGE OF ALLEGIANCE

ROLL CALL

SPECIAL ORDERS OF BUSINESS

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 five minutes.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA, please come to the podium when the item number and subject matter are announced. When recognized, please provide your name for the record. The President may limit any individual to not less than 3 minutes. Time to address the Board will be allocated based on the number of requests received. Not all members may be allowed to speak if the total time allocated expires.

CONSENT ITEMS

- 1. Minutes: July 25, 2013 Regular Meeting ----- **TAB 1**
- 2. Monthly Service Bills and Fees ----- **TAB 2**
- 3. Financial Report ----- **TAB 3**
- 4. General Manager Employment Contract Approval ----- **TAB 4**
- 5. Employee Cost of Living Adjustment (COLA) ----- **TAB 5**

SPECIAL PRESENTATIONS

- 6. GODBE RESEARCH PRESENTATION ON COMMUNITY SURVEY ----- **TAB 6**
 Godbe Research will present the results of the 2013 Community Survey along with a comparison of results from 2006 and 2009.

ROUTINE REPORTS FROM CONSULTANTS

- 7. AIR FAIR COMMITTEE REPORT
- 8. AIRPORT COMMUNITY ADVISORY TEAM ----- **TAB 7**
- 9. ENGINEER'S REPORT ----- **TAB 8**

BOARD ACTION ITEMS

- 10. REQUEST FOR PROPOSALS FOR LEGAL SERVICES – RFP REVIEW AND AD HOC COMMITTEE APPOINTMENT ----- TAB 9**
The Board of Directors will review a Request for Proposals for legal service and appoint an ad hoc committee to review proposals.
- 11. CLEAR CAPITAL LAND LEASE REQUEST AND COURSE OF ACTION----- TAB 10**
Airport Staff and Clear Capital will present their findings on site feasibility and suitability for a Clear Capital campus on Airport District property. The Board will consider whether or not to move forward with a non-binding Letter of Intent to lease property to JMA and Clear Capital.

BOARD GUIDANCE AND INFORMATION ITEMS

- 12. MASTER PLAN UPDATE – LAND USE AND RUNWAY DEVELOPMENT ALTERNATIVES PROGRESS REVIEW ----- TAB 11**
Mead & Hunt will lead a discussion on various design alternatives for runway modifications and development. Issues related to runway lengthening, widening, and extensions will be discussed along with options to purchase property and residences in the B-1 land use compatibility zone.
- 13. WEBSITE UPDATE AND PROJECT REVIEW ----- TAB 12**
Staff will provide a brief update to the Board regarding the status of the new Airport District website.
- 14. FALL NEWS LETTER**
Staff will review potential topics for the fall Airport District newsletter.
- 15. INTERNAL CONTROL REVIEW ----- TAB 13**
- 16. GENERAL MANAGER’S REPORT -----TAB 14**
 - Upcoming Training Opportunities
 - Update on Flight Tracking FAA Interrogator Agreement
 - AF/D and Procedure Update
 - Airport Facilities Maintenance Plant Update
 - Alder Hill Beacon Tower Access Agreement
 - Aviation Safety Initiatives
 - Project Tracking List

CLOSED SESSION

- **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (SUBDIVISION (C) OF GOVERNMENT CODE SECTION 54956.9)**
Name of case: Truckee Tahoe Airport District v. Gaylia Newcomb, et al., Nevada County Superior Court Case # TCU13-5538
- **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to subdivision (b) of Government Code section 54956.9.
One potential case, based upon the receipt of a claim pursuant to the Tort Claims Act.

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:

- **Budget Workshop** – September 16, 2013, 1:00 PM: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – September 26, 2013, 9:00 AM: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – October 17, 2013, 9:00 AM: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **There will be no Board Meeting in November 2013**
- **Regular Board Meeting** – December 5, 2013, 9:00 AM: 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 August 16, 2013.

Maria Martinez, District Clerk