

Priority	REF#	Start Date	Project	Description	P.M.	What's Next	Board Meeting	E.T.C. / C.D.
Communication - Community Outreach - Annoyance Mitigation								
	1	May 2009	Flight Tracking – ATC Data utilization and transponder interrogation.	Project will continue exploring flight track data utilization in real time FAA air traffic control operations. Project will also continue to secure long term agreement with FAA to permanently interrogate aircraft.	Kevin B.	The Flight Tracking System installation and final acceptance testing is now complete. Staff is now working with the FAA to better understand how this data could be used in ATC operations. Staff is working with vendors and consultants to understand the pros and cons of certifying this data to separate aircraft. Staff will present research in the form of a White Paper detailing how a certified flight Tracking system affects use of navigation aids and airspace around the airport.	April 2013	Dec. 2013
	2	Oct. 2010	Land Use Assessment and Property Acquisition Watch List	Review land use planning and zoning in Placer and Nevada Counties and Town of Truckee for compatibility and future challenges. GM will assess land use compatibility and identify future challenges in Truckee, Nevada and Placer Counties.	Kevin S.	This process is intended to assist in identifying candidate properties for acquisition along with effects of current zoning, general plan land use designations, and (TDR) Transfer Development Rights programs. Land use and zoning maps overlaid with our CLUP data is the first critical step to establishing an organized and thorough acquisition plan. Staff is in process of building a GIS tool to query specific land use and zoning data along with CLUP data to identify high priority parcels. While we continue to work on the tool, the final data and associated parcels will be identified as part of the Master Plan process.	June 2013	Aug. 2013
	3	June 2010	Master Plan Update	Comprehensive update of 1998 Airport Master Plan.	Kevin S.	The Master Plan Outreach Committee held its second meeting on March 12 th which was well attended again. Staff, consultants, and the ad hoc committee are working on exhibits for the April Workshops and Open Houses. Workshops will be held April 13 th , April 16 th – 18 th and April 23-25 th .	March 2013	Fall 2013
	4	Jan. 2007	Strategic Planning Process	Planning effort to create a strategic plan for TTAD by defining specific objectives and strategies for various planning and operational categories.	Kevin S.	Board of Directors has reviewed and incorporated comments from Staff and ACAT and Community. Board has approved Draft Strategic Plan. Finalization of Strategic Plan will be tabled until Master Plan process begins.	Summer 2013	Fall 2013
	5	Mar. 2012	Fall/Winter News Letter	Bi-annual newsletter published late spring and fall	Kevin B.	Newsletters should be in mail boxes within the next week.	August 2013	Sept. 2013
	6	Oct. 2012	Truckee Tahoe Airport Aviation and Aerospace at the Kid Zone Children's Museum.	The Airport District is providing a \$30,000 grant to the Kid Zone Museum in Truckee to create an Aviation and Aerospace exhibit to teach children about aviation, aerospace, and the Mission of the Truckee Tahoe Airport District.	Kevin S.	The General Manager is working with the Kid Zone Exhibits Committee to explore all the options for the exhibit. The display will cover half of the facility and will involve a real aircraft and many other displays and interactive kiosks for children to learn about aviation, aerospace, weather and other aviation related topics. The Airport Districts Mission and Core Values will be prominently displayed in the exhibit. The Exhibit Committee hopes to have the exhibit operational by Spring of 2013. When the exhibit is finished, it will be in place for a minimum of 2 years.	April 2013 – GM Update	Fall 2013
	7	Mar. 2013	Community Survey	Conduct a professional community survey to followup on previous surveys completed in 2006 and 2009 to track District progress and community sentiment.	Kevin S.	The Board of Directors reviewed a proposal by Godbe Research for a follow-up survey to the 2006 and 2009 Surveys. The Board also formed an ad hoc committee to vet questions and prepare for the survey which will take place on Memorial Day weekend.	April 2013 – GM Update	July 2103
	8	2012	Air Show	Investigate the feasibility of an air show at TRK and the necessary level of District involvement	Kevin S.	The Air Fair Committee is holding their regular meetings. They are planning for a July 6, 2013 event. The Air Fair Committee Chair will provide an update to the Board at the March 2013 Board Meeting.	March 2013	July 6, 2013
	9	Sept. 2012	Quarterly Aviation Safety Seminars	Staff will work on a program to promote aviation safety through quarterly aviation safety seminars.	Kevin B.	We had a very successful Winter Flying Seminar in January. Staff has confirmed May 16 th as our next safety seminar. Rod Mochado will be the featured speaker. He is a nationally known aviation safety expert and California resident. We will speak on summer weather flying, density altitude and safety.	April 2013 – GM Update	Sept. 2013
	10	Jan. 2013	Website Update	Revise and update the District website, content, and website management system.	Hardy	Staff issued an RFP last month and has received 3 proposals for website services. Proposals are being reviewed by staff. Work is expected to commence within the next 30 to 60 days.	May 2013	Fall 2013
Airport Operations								
	11	July 2008	Runway Load Bearing Study	Study process to evaluate load bearing capacity of TRK runways.	Kevin S.	The Board approved raising the load bearing for runway 1/19 from 12500 to 35/50. And to lower the rating for 10/28 from 60/100 to 50/80. The Airport Engineer has submitted the appropriate paper work to the FAA. We are awaiting the official change. We expect this process to take 3 to 6 months to begin appearing in publications such as the Airport Facilities Directory.	April 2013 – GM Update	April 2013

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	12	July 2010	Minimum Standards Policy	Develop Minimum Standards to be used in evaluating services provided on the airport under permit or lease	Kevin B.	This project has been tabled until Master Plan is complete. Staff will reinitiate this project in fall of 2013.	Fall 2013	Spring 2014
	13	July 2009	Alder Hill Beacon Tower	We have a beacon on the tower located on Alder Hill. There are some questions as to who owns the tower, how to access the tower, and the future of the facility.	Kevin S.	We have submitted all information to the Alder Hill HOA and they are reviewing the access agreement. We should have information from them within the next 30 days. We are also planning and preparing to install access barriers to the tower this spring.	March 2013	Summer 2013
	14	Jan. 2013	Aviation Safety Initiatives	Staff is managing various safety projects to enhance airfield and flight safety at TRK.	Kevin B.	Current projects include Density Altitude (DA) Sign Installation, aviation safety seminars, and new airfield signs. New airfield signs were installed this month. Staff has received shipment of the DA signs and will begin installation in April. Staff is looking at various consultant proposals to conduct a comprehensive safety audit of the airport in an effort to identify other items or initiatives the District can engage in.	April 2013	Sept. 2013
	15	Jan. 2013	100 LL and Jet A Fuel Vendor RFP	Solicit new fuel vendor proposals for 100LL and Jet A services for the airport.	Dave H.	The fuel vendor RFP is complete and will be released by March 26 th .	May 2013	June 2013
	16	July 2009	RNAV Approach/Departure	Development of special visual RNAV arrival/departure procedures	Kevin B.	There have been some new developments in regard to the RNAV procedure, coupled with FAA utilization of M-LAT data and new non-precision approach runway markings for runway 1/19. Staff continues to work with Oakland Center and NorCal Approach on options to use M-Lat data. Use of this data in Air Traffic Control operations will assist in finalizing and publishing RNAV procedures. ACAT is also discussing comments from pilots regarding the real or perceived safety issues related to the procedure.	April 2013	Summer 2013
Capital Projects and Facilities Planning								
	17	Oct. 2012	2013 Pavement Work Program	Staff will supervise the completion of the 2013 pavement work program as outlined in the PMP and approved by the Board of Directors	Phred	Work is underway designing and preparing to bid the Summer Pavement Maintenance work schedule. The District Engineer and General Manager will provide and update at the March Board Meeting. Ramp work is schedule to commence mid July with the project taking 4 weeks to complete.	March 2013	Oct. 2013
	18	2008	Apron Lighting and Segmented Circle Improvements	This is an FAA AIP project to upgrade and improve the existing ramp lighting and segmented Circle.	Kevin S.	FAA funding has been confirmed. Contract has been awarded to Koch and Koch. Work has begun on the project. Project completion is expected in April or May 2013 but is currently in Winter shut down.	March 2013 – GM Update	June 2013
	19	Oct. 2012	Tahoe City Emergency Services Helipad.	Construct an emergency Service Helipad on the Tahoe City Golf Course	Dave Hoffman	The Tahoe City Golf Course Oversight Committee will be hosting two "Next Step" open houses, seeking additional community input on plans for the future of the Golf Course. Works shops are March 26 th and 27 th at the Tahoe City Golf Course Club House. The General Manager will provide an update as to the comments received at the March Board Meeting.	March 2013	Oct. 2013
	20	Nov. 2011	Capital Facility Plan - Structures	Create a Capital Facilities Plan to provide ongoing guidance on the care and maintenance of all District structures.	Mike Ketron	Staff will work with a contractor to inspect all Airport structures and provide an annual plan for the upkeep and maintenance of these buildings. It is anticipated that this will be a 10 year plan similar in form to the Pavement Maintenance Plan. The District Engineer will provide and update as to progress on the project at the March Board Meeting.	March 2013	June 2013
	21	Sept. 2012	Pavement Maintenance – Historic Data Collection	Collect documents and create a GIS file layer for all known historic pavement management information.	Kevin S.	Staff will begin by building on the Atkins project from Dec. 2010 where all pavement work beginning in 1994 to 2010 was mapped by year work was completed. Staff will have this data converted to shape files for use in GIS system along with collecting supporting documents, files and institutional knowledge from employees regarding previous pavement work completed.	July 2013	Sept. 2013
	22	June 2010	Forrest Management Plan	Update to Forest Management Plan taking into consideration accelerated work schedule in 2009 and 2010.	Phred	The Forest Management Plan was presented to the Board at the January Meeting. Staff and Forester are updating the comprehensive plan for presentation at the March or April Board Meeting.	April 2013	May. 2013
	23	Mar. 2013	Waddle Ranch Stream Crossing Road Improvements	Seek permitting and construct improvements to access road to Waddle Ranch.	Phred	Staff is working with permitting agencies and the Truckee River Watershed Council to study and seek a permit to improve access to Waddle Ranch. Staff is working with the TRWC to study the area in preparation for permitted to improve and relocate historic stream flows and improve the road crossing of the stream.	April 2013	Fall 2013

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	24	Oct. 2013	Runway Obstruction Removal Project	This project will remove or top various trees which extend into the Runway Safety Area at the departure end of Runway 29 and 2.	Phred	Staff is working with a forester and surveyor to identify trees to be removed. It total we estimate 300 trees are affected by this project. We currently doing archeological surveys to assure nothing will be disturbed as we move forward with the project.	May 2013	Sept. 2013
Operating Budget, Funding Sources and Strategies								
	25	July 2010	Trust/Annuity for Waddle Ranch	Creation of Endowment for the maintenance and preservation of Waddle Ranch	Jane	Board consensus was not to create an ad hoc committee at this time to explore options for an endowment or Trust for Waddle Ranch. The Board and Staff discussed the larger issue of protecting District assets and planning for District capital expenses such as forest management, pavement, and facilities. Staff is looking at how to "restrict" funds for these purposes. Staff will report back on this topic as part of the budget process.	May 2013	Sept. 2013
Other Items								
	26	July 2010	Non-Compete Policy	Adopt a Policy to clarify Boards position on community vs. TTAD competition with local businesses with similar services.	Kevin S.	GM will seek further clarification from Board at future meeting and then provide a draft policy for Board review. In past discussions, staff intended to tackle this item as part of the PI 504 revision. As that PI revision has been delayed until the Master Plan is complete, staff will address this as a single item and have it ready for discussion in Fall of 2013.	Nov. 2013	Nov. 2013