



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
 FEBRUARY 28, 2013**

A meeting of the Truckee Tahoe Airport District will be held on **Thursday, February 28, 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

- Recognition of Bob Fink and his contributions to the Airport Community Advisory Team

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: January 24, 2013 Regular Meeting ----- **TAB 1**
2. Monthly Service Bills and Fees ----- **TAB 2**
3. Financial Report ----- **TAB 3**
4. Furniture Funding Request ----- **TAB 4**
 Approve funding for new furniture in Operations and Maintenance Office
5. Establishment of Timeline for 2013 – 2014 Fiscal Year Budget ----- **TAB 5**

ROUTINE REPORTS FROM CONSULTANTS

6. AIRPORT COMMUNITY ADVISORY TEAM ----- **TAB 6**
7. FLIGHT TRACK DATA UTILIZATION WHITE PAPER PRESENTATION ----- **TAB 7**
 Peter Elmore from Bridgenet will present research on the benefits and effects of aircraft surveillance in the vicinity of the Truckee Tahoe Airport

BOARD ACTION ITEMS

- 8. BOARD MEETING TIME CHANGE ----- **TAB 8**
General Manager will present options for consideration regarding time of day of District Board meetings

- 9. SELECTION OF AD HOC COMMITTEE FOR GODBE SURVEY ----- **TAB 9**
Board of Directors will select two members to form an ad hoc committee to review questions and process for the upcoming District phone survey.

- 10. NEW BOARD OF DIRECTOR INTERNAL CONTROL OVERSIGHT POSITION SELECTION ----- **TAB 10**
Board of Directors to select one Board member to serve as Internal Auditor

BOARD GUIDANCE AND INFORMATION ITEMS

- 11. MASTER PLAN UPDATE
Board of Directors and General Manager will provide update on progress of Master Plan Outreach Committee and Community Meeting dates

- 12. AIRPORT LAND LEASING UPDATE ----- **TAB 11**
Staff will provide update and process timeline for land leasing proposal from JMA and Clear Capital

- 13. GENERAL MANAGER’S REPORT ----- **TAB 12**
 - Board Retreat Update
 - Flight Standards District Office Regional Safety Meeting Update
 - Emergency Service Helipad – Tahoe City
 - Upcoming Training Opportunities
 - Master Plan Open House Workshop Dates
 - Pavement Maintenance Update
 - Budget Workshop Date and Time / October Meeting Date Change
 - Status and Future Plans of Surplus Modular Trailer
 - Project Tracking List Review

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 BOARD OF DIRECTOR AND COMMUNITY 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** - March 28, 2013, 9:00 AM: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **District Budget Workshop** - April 30, 2013, 9:00 AM: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Tahoe City Golf Course: Next Steps Open House (Helipad)** - March 20, 2013, 6:00 PM and March 27, 2013, 4:00 PM: Tahoe City Golf Course Club House
- **Master Plan Workshops** - April 13th, April 16th-18th and April 23-25th
- **Regular Board Meeting** - April 25, 2013, 9:00 AM: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Aviation Safety Seminar** – May 16, 2013, 5:30 PM: Hangar 1

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 February 22, 2012.

Maria Martinez, District Clerk