



TRUCKEE TAHOE AIRPORT DISTRICT

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DIRECTORS

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J. THOMAS VAN BERKEM

**AGENDA
FOR
OCTOBER 25, 2012**

A meeting of the Truckee Tahoe Airport District will be held on **Thursday, October 25, 2012 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: September 6, 2012 Special Meeting ----- **TAB 1**
- 2. Minutes: September 27, 2012 Regular Meeting----- **TAB 2**
- 3. Monthly Service Bills and Fees ----- **TAB 3**
- 4. Financial Report ----- **TAB 4**
- 5. Financial Report – Rates and Fees Progress ----- **TAB 5**
- 6. Communication and Outreach Efforts – Q3 2012----- **TAB 6**
- 7. Operations and Comment Report – Q3 2012 ----- **TAB 7**
- 8. Annual Reporting of Reimbursements and Disclosure Report ----- **TAB 8**

ENGINEERING CONSULTANT SELECTION

- 9. ENGINEERING CONSULTANT SELECTION PRESENTATIONS ----- **TAB 9**
The Board will hear presentations from engineering consultants in preparation for selecting Airport District Engineer at the November 29, 2012 meeting.

ROUTINE REPORTS FROM CONSULTANTS

- 10.** AIRPORT COMMUNITY ADVISORY TEAM----- **TAB 10**
Review of recent ACAT activities and report by Chair Terry.

BOARD ACTION ITEMS

- 11.** APPROPRIATIONS LIMIT – RESOLUTION 2012-06----- **TAB 11**
Resolution to establish Annual Appropriations Limit for FY 2012-2013
- 12.** POLICY INSTRUCTION 308 - INVESTMENT POLICY ----- **TAB 12**
Resolution 2012-07: Adoption of District Investment Policy and Delegation of Investment Authority to District Treasurer
- 13.** MASTER PLAN – SCOPE OF WORK AND FEE PROPOSAL ----- **TAB 13**
The Board will consider and potentially approval the scope of work and a fee proposal to complete the Airport Master Plan project.
- 14.** FY2012 – 2013 CORE GOALS REVIEW ----- **TAB 14**
General Manager will present Core Goals for FY2012-2013 for Board consideration

BOARD GUIDANCE AND INFORMATION ITEMS

- 15.** FINAL REPORT AND PROJECT COMPLETION FOR FLIGHT TRACKING ----- **TAB 15**
Director of Aviation and Business Services will present a final report on the completion of installation of Flight Tracking System
- 16.** AD-HOC REVIEW OF AMCG STUDY OF HANGAR RENTAL RATES----- **TAB 16**
Director Jones will present a report on his review and analysis of Airport District hangar rental rates
- 17.** FALL/WINTER NEWS LETTER DISCUSSION ----- **TAB 17**
Board to discuss with staff potential topics for Fall/Winter Newsletter
- 18.** GENERAL MANAGER’S REPORT ----- **TAB 18**
- Report on AAAE Legal Conference
 - Property Acquisition Watch List - Update
 - Aviation Safety Seminar
 - Public Response to Land Lease Notice – Update – No decision to be made.
 - Airport Sign on Highway 267
 - Holiday Party Reminder
 - Review of Project Tracking List

CLOSED SESSION

- GOVERNMENT CODE SECTION 54957 - GENERAL MANAGER ANNUAL PERFORMANCE 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 MEETINGS: The Board President and Airport Manager shall determine the agenda. Scheduled meetings of the Truckee Tahoe Airport Board of Directors are as follows:

- **Thursday, November 29, 2012 9:00 A.M.:** Regular Meeting: T-T 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 October 19, 2012.

Maria Martinez, District Clerk