



TRUCKEE TAHOE AIRPORT DISTRICT

10356 Truckee Airport Rd.

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DIRECTORS

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**AGENDA
FOR
APRIL 26, 2012**

A meeting of the Truckee Tahoe Airport District will be held on **Thursday, April 26, 2012 at 9:00 a.m. at the North Tahoe Event Center**, located at 8318 North Lake Blvd., Kings Beach, 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 54952.

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: January 26, 2012 Regular Meeting ----- **TAB 1**
- 2. Monthly Service Bills and Fees ----- **TAB 2**
- 3. Financial Report ----- **TAB 3**
- 4. Communication and Outreach Efforts – Q1 2012 ----- **TAB 4**
- 5. Operations and Comment Report – Q1 2012 ----- **TAB 5**

ROUTINE REPORTS FROM CONSULTANTS

- 6. AIRPORT COMMUNITY ADVISORY TEAM ----- **TAB 6**
Review of recent ACAT activities and report by Chair Terry.
- 7. AIR FAIR COMMITTEE REPORT
Air Fair Committee will provide a monthly report regarding activities and progress of the event.
- 8. ADMINISTRATION BUILDING CONSTRUCTION UPDATE
Mr. Peter Beaupre, Project Manager with Prosser Building & Development, Inc. to report.

BOARD ACTION ITEMS

- 9. CONSERVATION EASEMENT AGREEMENT – JONES PROPERTY, Placer County APN 110-030-039 ----- **TAB 7**
Board will consider and approve contract for purchase and sale of conservation easement with the Truckee Donner Land Trust
- 10. ELECTION OF SPECIAL DISTRICT REPRESENTATIVES TO PLACER COUNTY LOCAL AGENCY FORMATION COMMISSION (LAFCO) ----- **TAB 8**
Board will consider and cast a ballot to elect two special district representatives of LAFCO
- 11. MASTER PLAN CONSULTANT SELECTION AD HOC COMMITTEE - APPOINTMENTS ----- **TAB 9**
Appointment of Board members to Ad-Hoc Master Plan Consultant Selection Committee

BOARD GUIDANCE AND INFORMATION ITEMS

- 12. RATES AND FEES PROGRESS ----- **TAB 10**
Staff will present first quarterly report on new updated PI 504, detailing presentation format and early results of rates and fees changes.
- 13. PEAK STAFFING DISCUSSION ----- **TAB 11**
The General Manager will present a new standard procedure instruction outlining new objectives and directives for staffing the airport during peak operation, administrative, and maintenance periods.
- 14. FINAL POLICY INSTRUCTION REVIEW
District Clerk will present Board Members with final product of Policy Instruction Update Project.
- 15. GENERAL MANAGER’S REPORT ----- **TAB 12**

CLOSED SESSION

- CONFERENCE WITH REAL PROPERTY NEGOTIATORS - GOVERNMENT CODE SECTION 54956.8
Property: Alder Hill Estates Subdivision, Lot 8 and Schwartz Property Easement Acquisition, Nevada County
Agency negotiator: Kevin Smith
Negotiating parties: Truckee Tahoe Airport District and Mr. Rich Wood
Under negotiation: Price and terms of payment
- CONFERENCE WITH REAL PROPERTY NEGOTIATORS - GOVERNMENT CODE SECTION 54956.8
Property: Old Town Corporate Yard Property Acquisition, Nevada County APN 19-440-79
Agency negotiator: Kevin Smith
Negotiating parties: Truckee Tahoe Airport District and the Town of Truckee
Under negotiation: Price and purchase considerations
- GENERAL MANAGER ANNUAL PERFORMANCE REVIEW - GOVERNMENT CODE SECTION 54957

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, May 3, 2012 6:00 P.M.:** Special Meeting: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee, CA
- **Thursday, May 24, 2012 9:00 A.M.:** Regular Meeting: 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 April 20, 2012.

Maria Martinez, District Clerk