



TRUCKEE TAHOE AIRPORT DISTRICT

10356 Truckee Airport Rd.

Truckee, CA 96161

(530) 587-4119 tel

(530) 587-2984 fax

WWW.TRUCKEETAHOEAIRPORT.COM

DIRECTORS

KATHLEEN EAGAN

MARY HETHERINGTON

JOHN JONES

JAMES W. MORRISON

J. THOMAS VAN BERKEM

**AGENDA
FOR
MARCH 22, 2012**

A meeting of the Truckee Tahoe Airport District will be held on **Thursday, March 22, 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.

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

- RESOLUTION NO. 2012-01 of the Truckee Tahoe Airport District expressing appreciation to Duane Dickman ----- **TAB 1**

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. Monthly Service Bills and Fees ----- **TAB 2**
2. Financial Report ----- **TAB 3**
3. Forester's Contract ----- **TAB 4**
Proposal to retain the services of a licensed Forester to update Forest Management Plan for Waddle Ranch
4. REVISION OF POLICY INSTRUCTION 506 – HANGAR WAITLIST ----- **TAB 5**
Board will consider amending policy language for Hangar Waitlist to be based on market demand
5. EMERGENCY SERVICES HELIPAD EASEMENT MOU (Tahoe City Golf Course)----- **TAB 6**
Board of Directors will discuss and take action on approval of MOU regarding purchase of Tahoe City Course

ROUTINE REPORTS FROM CONSULTANTS

6. AIRPORT COMMUNITY ADVISORY TEAM----- **TAB 7**
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. SOAR TRUCKEE ----- **TAB 8**
Board of Directors will consider approval of a one year extension for Soar Truckee.
10. SURPLUS PROPERTY DISPOSAL ----- **TAB 9**
Board will consider staff proposal regarding the disposal of surplus airport District property.

BOARD GUIDANCE AND INFORMATION ITEMS

11. UC DAVIS NOISE SYMPOSIUM CONFERENCE UPDATE
Conference attendees will report on their attendance and information obtained
12. MASTER PLAN – FINAL RFQ ----- **TAB 10**
The Board will discuss comments received from community groups, local agencies, and local non-profits regarding the proposed Statement of Qualifications and Scope of Work for Airport District Master Plan.
13. PEAK STAFFING ----- **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, maintenance periods.
14. GENERAL MANAGER’S REPORT ----- **TAB 12**

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:

- **Wednesday, April 18, 2012 9:00 A.M.:** Special Meeting: Truckee Tahoe Airport Administration Bldg, 10356 Truckee Airport Rd., Truckee CA
- **Thursday, April 26, 2012 9:00 A.M.:** Regular Meeting: North Tahoe Event Center, 8318 North Lake Blvd., Kings Beach, 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 March 16, 2012.

Maria Martinez, District Clerk