

TRUCKEE TAHOE AIRPORT DISTRICT  
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

Topic: Airport Master Plan Funding Request

Purpose	Information:	Guidance:	Decision: <b>X</b>
Recommendation	Approve funding to complete the Airport District Master Plan update and revision.		
Last Action	<p>Staff and the Board of Directors have discussed updating the 1998 Airport District Master Plan for some time. The Master Plan is currently listed in the Airport Capital Improvement Program for funding in 2012. The District has requested \$200,000 in FAA AIP funding to be accompanied by \$40,000 from the Nevada County Transportation Commission (NCTC) and \$30,000 in TTAD funding. Airport Management's intention was to secure FAA funding and begin the Master Plan update in the 2012 Calendar Year. Total projected cost for this project is \$250,000 to \$280,000.</p>		
Discussion	<p>In meetings with the FAA in December of 2011, the District has learned that FAA AIP funding for the Master Plan is highly unlikely in the short term. The District recently received \$695,400 in FAA funding for Hangar Rows J and K and is in a very competitive position to receive up to \$2,800,000 in AIP funding for Runway 10/28. This being the case, additional funding for the Master Plan is unlikely.</p> <p>Staff feels strongly that a concentrated community effort to update the Master Plan is an essential task that needs to be completed in the short term. Staff does not recommend waiting for AIP funding for this project.</p> <p>As was mentioned earlier in this report, \$70,000 of the projected \$280,000 project cost is included in the budget. NCTC has approved \$40,000 and the District has budgeted an additional \$30,000. To move this project forward, the Board will need to approve an additional \$210,000 from our unrestricted net assets. Fund balances in these categories are more than ample to cover this expense (see attached). Staff recommends the Board allocate funding from either the Annoyance Reduction/Community Outreach Fund or from Non-Grant Eligible Projects Fund.</p> <p>If approved Staff will immediately resume the RFQ process with intent to be fully underway with this project by late summer. The estimated project completion time line is likely 18 to 24 months from bid award. Not accepting or utilizing federal funding for this project may help accelerate the timeline.</p>		
Fiscal Impact	Approval of this request will reduce the balance of unrestricted net assets by \$210,000. Please review attached Net Asset Sheet for		

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	current fund balances.
<b>Communication Strategy</b>	An important part the Master Plan RFQ involves substantial public outreach. If this funding request is approved, Staff will solicit stakeholder comments on the proposed RFQ and prepare to issue the final RFQ to interested firms after the February 23, 2012 Board Meeting.
<b>Attachments</b>	Truckee Tahoe Airport District Net Assets Draft Master Plan Request for Qualifications Stakeholder List as of January 18, 2012