

| Priority | REF# | Start Date | Project | Description | P.M. | What's Next | Board Meeting | E.T.C. / C.D. |
|--|------|------------|---|---|----------|--|-----------------------|---------------|
| Communication - Community Outreach - Annoyance Mitigation | | | | | | | | |
| | 1 | May 2009 | Flight Tracking | Comprehensive system to track detailed aircraft operations at the airport and within the region influenced by TRK. | Kevin B. | Staff is working on final stages of acceptance testing. System is fully functional, stable, and providing data. We are working with SRA to finalize contract parameters and understand new relationships as various parts of SRA have been sold. We have entered into a contract with Navaid to move flight tracking equipment as budgeted. | Jan. 2012 | Jan. 2012 |
| | 2 | Oct. 2010 | Land Use Assessment and Property Acquisition Watch List | Review land use planning and zoning in Placer and Nevada Counties and Town of Truckee for compatibility and future challenges. GM will assess land use compatibility and identify future challenges in Truckee, Nevada and Placer Counties. | Kevin S. | This process is intended to assist in identifying candidate properties for acquisition along with effects of current zoning, general plan land use designations, and (TDR) Transfer Development Rights programs. GM will report back to Board and TT-ALUC on findings. Construction of the land use maps is currently underway. Land use and zoning maps overlaid with our CLUP data is the first critical step to establishing an organized and thought out acquisition plan. Staff plans to complete this project this winter. | Feb. 2012 – GM Report | Winter 2012 |
| | 3 | June 2010 | Master Plan Update | Comprehensive update of 1998 Airport Master Plan. | Kevin S. | FAA funding is not likely for this project. Staff is proposing full District funding for this project. This will be discussed in detail at the January 2012 Board Meeting. Total project cost is estimated at \$280,000. | Jan. 2012 – GM Report | Fall 2012 |
| | 4 | Jan. 2007 | Strategic Planning Process | Planning effort to create a strategic plan for TTAD by defining specific objectives and strategies for various planning and operational categories. | Kevin S. | Board of Directors has reviewed and incorporated comments from Staff and ACAT and Community. Board has approved Draft Strategic Plan. Finalization of Strategic Plan will be tabled until Master Plan process begins. | June 2012 | Fall 2012 |
| | 5 | April 2011 | Old Town Corp Yard Acquisition | Analysis and review regarding the acquisition of Town of Truckee Old Town Corp yard. | Kevin S. | GM and Dan Wilkins from Truckee Public Works have been in discussions regarding District's interest in old town corp yard. GM relayed potential pricing models and acquisition desires to Mr. Wilkins. The Town is currently considering its options and will be in touch with us within a few months. | Mar. 2012 | Winter 2012 |
| | 6 | Jan 2009 | Additional Neighborhood Outreach | Meet with neighborhoods and stakeholders | Hardy | We are finishing up our summer community outreach program. Staff will discuss with ACAT the concept of holding neighborhood meeting similar to those held in 2007. We will also consider how these meeting may affect or overlap the Master Plan process. ACAT discussed this at their January 2012 Meeting and will report to the Board. | Jan. 2012 | Summer 2012 |
| | 7 | Mar. 2011 | Fall News Letter | Bi-annual newsletter published late spring and fall | Kevin B. | Staff is planning a March news letter highlighting the new Administration building among other things. | Feb. 2012 – GM Update | March 2012 |
| | 8 | 2007 | Air Show | Investigate the feasibility of an air show at TRK and the necessary level of District involvement | Kevin B. | The Truckee Tahoe Air Fair and Family Festival Committee is actively meeting and will propose the budget for the July 7, 2012 event at the January Board Meeting. | Jan. 2012 | July 7, 2012 |
| Airport Operations | | | | | | | | |
| | 9 | July 2008 | Runway Load Bearing Study | Study process to evaluate load bearing capacity of TRK runways. | Kevin S. | The new Airport Pavement Maintenance Plan outlines specific standards for load bearing capacity for the Districts runways. After the Plan is finalized by the Board, staff will work on a proposal to implement plan recommendations. The Pavement Maintenance Ad Hoc Committee will report on their activities at the January Board Meeting. | Jan. 2012 | Mar. 2012 |
| | 10 | Jan. 2011 | PI and SPI Revision and Update | Revise and update the current Policy Instruction (PI) and Standard Procedure Instructions (SPI) into current and usable format. | Maria | Board and Staff discussed revising and updating PI and SPI policies and integrating them with strategic plan. Section 300 is included in the Board Staff Report for January and completes all updates. The finalized product which will include other guiding documents such as the Strategic Plan and Rules and Regulations will be distributed in February. | Jan. 2012 | Winter 2012 |
| | 11 | July 2010 | Minimum Standards Policy | Develop Minimum Standards to be used in evaluating services provided on the airport under permit or lease | Kevin B. | We are currently reviewing <i>Minimum Standards</i> documents from other GA airports. Staff is currently working on incorporating these into the new draft of PI 621.1. Staff's current proposal is to divide our Rates and Fees section of PI 621.1 from the real estate portion of the policy. The Minimum Standards will be completed with this second phase of the project. | March 2012 | Spring 2012 |
| | 12 | July 2011 | Ground Power Unit (GPU) | Purchase/lease of ground power unit | Phred | Staff is in process of researching and purchasing a ground power unit to be deployed on ramp. An appropriate cost recovery fee will be applied to service delivery. This item is more complicated than previously expected. Buy in costs, cost recovery, and expected utilization are more difficult to target. Staff will continue to work on a proposal for discussion in February 2012 | Feb. 2012 | March 2012 |

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| | 13 | July 2009 | Alder Hill Beacon Tower | We have a beacon on the tower located on Alder Hill. There are some questions as to who owns the tower, how to access the tower, and the future of the facility. | Kevin S. | New discussions with residents of Alder Hill Drive have proven productive. GM is negotiating a draft agreement with Alder Hill HOA and with Schwartz Family Trust to secure long term access to Beacon Tower through Alder Hill Drive. The Schwartz Family is considering information provided by the District in December regarding ownership of the tower and will provide a response in mid February. | Feb. 2012 – GM Report | Winter 2012 |
| | 14 | July 2009 | RNAV Approach/Departure | Development of special visual RNAV arrival/departure procedures | Kevin B. | This continues to be a developing topic. ACAT continues an in depth analysis of this item and will report to the Board on their proposed course of action at the January Board Meeting. They are proposing a combined ACAT/Board meeting to discuss Nav procedures and options. | Jan. 2012 | Summer 2012 |
| | 15 | July 2010 | Peak Staffing | GM to review possible options to have senior staff scheduled at airport during peak operational time periods. | Kevin S. | Staff continues to process some scheduling and operational changes related to the move into the new Administration Building. We will report on these changes in early Spring as new information and trends develop. The GM is also compiling comments from the Dec. Board meeting regarding individual Board members definition of peak staffing. The GM will provide a common definition for Board Review at the Feb. 2012 Meeting. | Feb. 2012 | Winter 2012 |
| Capital Projects and Facilities Planning | | | | | | | | |
| | 16 | Jan. 2012 | 2012 Pavement Work Program | Staff will supervise the completion of the 2012 pavement work program as outlined in the PMP and approved by the Board of Directors | Phred | The Board approved the 2012 Pavement work program at their Dec. 2011 Meeting. Staff has asked Reinard Brandley to provide a proposal for specifications and project management for this work. We expect to be out to bid in early March. | Feb. 2012 –GM Report | Aug. 2012 |
| | 17 | July 2006 | Hangar Rows J and K | Review and analysis of pavement and drainage condition of pavement between hangar rows. Pavement is currently in very poor condition. | Phred | Board of Directors approved Granite Construction Bid for \$733,733 at the June 23 rd meeting. This project has been funded and is currently on hold for winter. Staff expects construction to begin in May 2012. | March 2012 | Aug. 2012 |
| | 18 | Apr. 2011 | Pavement Management Plan | Study to provide 5 year Pavement Management Program | Kevin S. | The Board approved the PMP at their Dec. 2011 Meeting. The ad hoc committee met on January 16, 2012 to review a few lingering questions. They will report at the January Board Meeting. | Jan. 2012 | Feb. 2012 |
| | 19 | 2008 | Apron Lighting and Segmented Circle Improvements | This is an FAA AIP project to upgrade and improve the existing ramp lighting and segmented Circle. | Kevin S. | As we move into bidding the 10/28 project we will be adding the segmented circle as an additive alternative as part of that project. We also plan to separate the Apron Lighting project and rebid the work this spring in an effort to seek "end of year" FAA funding. | Mar. 2012 | Summer 2012 |
| | 20 | 2008 | New Administration Building | Design and construct new admin building | Kevin S. | Building is over 50% complete. Due to weather, project continues to lag a little behind schedule. Staff is still preparing for a December move in date. | Monthly updates through construction | Jan. 2012 |
| | 21 | Nov. 2011 | Capital Facility Plan - Structures | Create a Capital Facilities Plan to provide ongoing guidance on the care and maintenance of all District structures. | Phred | Staff will work with a contractor to inspect all Airport structures and provide an annual plan for the upkeep and maintenance of these buildings. It is anticipated that this will be a 10 year plan similar in form to the Pavement Maintenance Plan. | March 2012 | Aug. 2012 |
| | 22 | June 2010 | Forrest Management Plan | Update to Forest Management Plan taking into consideration accelerated work schedule in 2009 and 2010. | Phred | Staff has meet UC Davis facility regarding a graduate seminar to update our Management Plan. Graduate seminar is once again on hold. As per our September Board update, Staff will revisit this project with UC Davis in early winter. | Feb. 2012 | Spring 2012 |
| Operating Budget, Funding Sources and Strategies | | | | | | | | |
| | 23 | Aug 2010 | Rates Fees and Charges (Non Hangar) | District will be considering various rates, fees, and charges for airport products and services such as transient fees and fuel charges. | Jane, Kevin B. and Kevin S. | New fee schedule is officially in place. Overall response by users has been quiet. Staff will begin quarterly updates beginning in April 2012. | March 2012 | Mar. 2012 |
| | 24 | July 2010 | Trust/Annuity for Waddle Ranch | Creation of Endowment for the maintenance and preservation of Waddle Ranch | Jane | Staff is currently waiting for new leadership to be in place at the Community Foundation before we begin dialogue on this issue. | Feb 2012 – Update, GM Report | Winter 2012 |
| Other Items | | | | | | | | |
| | 25 | July 2010 | Non-Compete Policy | Adopt a Policy to clarify Boards position on community vs. TTAD competition with local businesses with similar services. | Kevin S. | GM will seek further clarification from Board at future meeting and then provide a draft policy for Board review. Staff is considering tackling this issue with the upcoming revisions to land use portion of the PI504 revision. | Mar. 2012 | May 2012 |