



**TRUCKEE TAHOE AIRPORT DISTRICT**  
**10356 Truckee Airport Rd.**  
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**AGENDA  
 FOR  
 DECEMBER 1, 2011**

A meeting of the Truckee Tahoe Airport District will be held on **Thursday, December 1, 2011 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. 2011-10 of the Truckee Tahoe Airport District commending Wolfgang Dirks ----- **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. Minutes: October 27, 2011 Regular Meeting ----- **TAB 2**
2. Monthly Service Bills and Fees ----- **TAB 3**
3. Financial Report ----- **TAB 4**
4. Liability Insurance Coverage ----- **TAB 5**
5. PI 504 – Temporary Policy Leases, Rents, Rates & Charges ----- **TAB 6**  
 Board will adopt policy establishing guidelines and structure for leases, rents, rates & charges
6. Hanger 2 Lease Agreement ----- **TAB 7**  
 Approval of new lease for Sierra Aero
7. Air Festival Planning Committee Recognition ----- **TAB 8**  
 Board will consider proposal from local service clubs and non-profits for formal recognition of planning committee for 2012 Truckee Tahoe Airport Festival
8. Airport Art Coordinator Contract ----- **TAB 9**  
 Board will approve a contract with Carol Sesko to serve as the Public Art Coordinator for the new Administration Building.

**COMMUNITY PRESENTATION**

- 9. TRUCKEE TOMORROW / TMA PRESENTATION  
Representatives from Truckee Tomorrow Transportation Sub-Committee will make presentation to Board regarding regional transportation planning initiatives.

**ROUTINE REPORTS FROM CONSULTANTS**

- 10. AIRPORT COMMUNITY ADVISORY TEAM ----- TAB 10  
Review of recent ACAT activities and report by Chair Terry.
- 11. ADMINISTRATION BUILDING CONSTRUCTION UPDATE  
Mr. Peter Beaupre, Project Manager with Prosser Building & Development, Inc. to report.

**BOARD ACTION ITEMS**

- 12. ANNUAL AUDIT PRESENTATION ----- TAB 11  
Board will consider and approve FY 2011 Audit Report presented by McClintock Accountancy
- 13. PAVEMENT MANAGEMENT PLAN ----- TAB 12  
Board will consider and possibly approve new airfield pavement maintenance plan.
- 14. AIRPORT CAPITAL IMPROVEMENT PROGRAM ----- TAB 13  
Board will consider and approve the 2013 – 2017 Airport Capital Improvement Program (ACIP).
- 15. OFF-SITE MEETING LOCATIONS ----- TAB 14  
Board will consider and possible take action on locations for off-site meetings.

**BOARD GUIDANCE AND INFORMATION ITEMS**

- 16. PEAK STAFFING REVIEW ----- TAB 15  
General Manager will lead a discussion regarding airport staffing during peak operational periods
- 17. GENERAL MANAGER’S REPORT ----- TAB 16

**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.

**CLOSED SESSION**

- GOVERNMENT CODE SECTION 54957 - GENERAL MANAGER ANNUAL PERFORMANCE REVIEW
- CONFERENCE WITH REAL PROPERTY NEGOTIATORS GOVERNMENT CODE SECTION 54956.8  
Property: Alder Hill Estates Subdivision, Lot 8 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: Jones Property, Placer County APN 110-030-039  
Agency negotiator: Kevin Smith  
Negotiating parties: Truckee Donner Land Trust and Tracy Jones  
Under negotiation: Price and purchase considerations

- 18. GENERAL MANAGER 2012 PERFORMANCE GOALS DISCUSSION ----- TAB 17
- 19. ANNUAL SELECTION OF BOARD PRESIDENT AND VICE PRESIDENT ----- TAB 18  
Policy Instruction 209 - Assignment of Board President/Vice President

**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, January 26, 2012 9:00 A.M.:** Regular Meeting: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Tuesday, January 31, 2012 9:00 A.M.:** Board Workshop: 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 November 23, 2011.

**Maria Martinez, District Clerk**