

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 and providing data. ERA plans a site visit in August to finalize acceptance testing and start warranty period. We are still working on a final solution to the interrogator issue. We will be meeting with ERA and the FAA to identify a strategy to secure a long term solution to aircraft interrogation.	January 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.	We still do not have a firm commitment on a date for funding for the Master Plan. It is in the 2012 ACIP as our #2 priority project. With FAA long term funding still in a question, it is hard to get a firm answer. It does appear that as soon as we have our final draft of the RFQ and Scope of Work with will authorize us to bid the project contingent on FAA funding. The GM has a meeting with FAA Program Manager and Planner on Dec. 5, 2012.	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.	Jan. 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. This will be a specific agenda item for the January ACAT meeting.	Jan. 2012	Summer 2012
	7	Mar. 2011	Fall News Letter	Bi-annual newsletter published late spring and fall	Kevin B.	Our news letter cycle is off schedule. Kevin B. will give a report on the future of the news letter, how to keep it on schedule, and when the next one is due.	Dec. 2011 – GM Update	February 2012
	8	2007	Air Show	Investigate the feasibility of an air show at TRK and the necessary level of District involvement	Kevin B.	The Air Festival Planning committee will make a formal request for Board recognition. The group anticipates a formal air festival on July 7, 2012.	Dec. 2011	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.	Dec. 2011	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. All phases are now updated except for Section 300 – Finance. Staff will be working on this section between now and December. Staff Plans to have this project complete by January.	January 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.	Feb. 2012	Spring 2012

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	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 January 2012	January 2012	March 2012
	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.	Dec. 2011 – Closed session.	Winter 2012
	14	July 2009	RNAV Approach	Development of special visual RNAV arrival	Kevin B.	Kevin B. will be attending Performance Based Navigation conference in Seattle WA next month. Staff and ACAT will prepare a comprehensive update as to the current and ongoing status of these procedures for Jan. 2012 Board meeting.	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 is the process of finalizing a new course of action for peak staffing. Originally this was slated for Board consideration in September. Staff needs to process some scheduling and operational changes before we are prepared for discussion.	Dec. 2011	Winter 2012
Capital Projects and Facilities Planning								
	16	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. Application has been submitted to FAA. The District received written notice that the project will not be funded this year. We will submit it again in the spring.	Jan. 2012 – Update GM Report.	Aug. 2012
	17	Apr. 2011	Pavement Management Plan	Study to provide 5 year Pavement Management Program	Kevin S.	Staff and Ad Hoc Committee have meet on first draft of plan. Second meeting is schedule for early November. Full plan with Ad Hoc Committee Recommendations will be presented at the Dec. 2011 Board Meeting.	Dec. 2011	Dec. 2011
	18	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 per instructions with the FAA Staff will be moving the segmented circle project to be included with the 10/28 project. We will then process the ramp lighting as a separate project.	Dec. 2011 – ACIP discussion	Summer 2012
	19	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
	20	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. 2011	Spring 2012
Operating Budget, Funding Sources and Strategies								
	21	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.	Based on Board/Staff discussion at the July meeting. Staff has preparing a revised PI 621.1 with new and enhanced criteria for rates and fees. Staff and the Board will review the revised guidelines and policy at the December 2011 meeting.	Dec. 2011	Dec. 2011
	22	July 2010	Trust/Annuity for Waddle Ranch	Creation of Endowment for the maintenance and preservation of Waddle Ranch	Jane	Board and Staff reviewed this concept at the June 23 rd meeting. While various issues were identified, it was decided to wait for completion of the new Forest Management Plan and then revisit this issue with better information regarding long term maintenance of the Ranch.	Dec. 2011 – Update, GM Report	Winter 2012
Other Items								
	23	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