

# TRUCKEE TAHOE AIRPORT DISTRICT POLICY INSTRUCTION

**PI NUMBER 511502**

**Formerly PI 511**

**Effective: September 22, 1983**

**Approved: September 22, 2011**

**SUBJECT: COMMERCIAL ACTIVITY PROPOSALS**

**REFERENCE:** (a) TTAD POLICY INSTRUCTION NO. 621.1, LEASES, LEASE AGREEMENTS OR RENTAL CONTRACTS WITH USERS OF TRUCKEE TAHOE AIRPORT DISTRICT FACILITIES

**PURPOSE:** To define the Truckee Tahoe Airport District Policy for submission of proposals to establish a commercial activity on District property (see paragraph 3 of reference (a) for definition of commercial activity).

**POLICY:**

1. The Truckee Tahoe Airport District is a public agency established and existing under the provisions of the California Airport District Act. As a public agency it is incumbent upon the District to act in the best interests of all tax payers of both Nevada and Placer Counties which form the tax base area for this District.
2. Experience in negotiations with individuals and organizations making commercial activity proposals have shown an increasing cost to the District in staff direct labor hours, attorney consulting fees and facilities preparation.
3. It is therefore the policy of the Truckee Tahoe Airport District that individuals or organizations who, after preliminary investigation with the Airport Manager desire to negotiate a contract with the District, shall: prepare a detailed written proposal for presentation to the Manager and the District Board. At this point a security payment will be required to assure that the District can recover costs incurred in legal fees, facilities and document preparation, when the agreement is not consummated. There will be no charge for time spent by elected officials and no charge for renegotiating existing lease agreements.

**Kenneth B. Jones, President**