

TRUCKEE-TAHOE AIRPORT DISTRICT POLICY INSTRUCTION

PI NUMBER **641505**

Formerly PI 641

Effective: August 21, 1990

Approved: **September 22, 2011**

SUBJECT: USE OF TRUCKEE TAHOE AIRPORT DISTRICT BOARD ROOM

PURPOSE: To establish a policy stating what organizations or individuals may use the Truckee Tahoe Airport District board room and what fees, if any, will be charged for use of the room

POLICY:

The Truckee Tahoe Airport District Board Room is maintained for the use of the Truckee Tahoe Airport District Board of Directors to hold monthly regular and periodic special meetings. During those periods that the Truckee Tahoe Airport District Board Room is not being used by the Airport Board, it may under certain circumstances, be used by others. Outlined below are those entities or individuals authorized to use the Board Room. All entities or individuals must reserve the Board Room a minimum of one week in advance.

1. Entities authorized use of the Truckee Tahoe Airport Board Room without fees:
 - a. Non-profit Public Entities.
 - b. Non-profit Committees which are Aviation Oriented.
 - c. Non-profit Social Clubs, Organizations, etc., which are Aviation Oriented, Local Homeowners' Associations.
 - d. Other Public Entities or Non-profit Organizations as Approved by the Airport Manager.

2. Entities, Organizations or Individuals authorized to use the Truckee Tahoe Airport District Board Room for a Fee: (A fee of ~~ten~~fifty dollars for the first hour and ~~two~~one dollars per hour thereafter shall be charged. The increase will take effect on January 1, 2012.)
 - a. For Profit Entities or Organizations which are Aviation Oriented.
 - b. Individual Instructors who wish to hold Aviation Oriented Schools, Classes or other Instructional Type Classes.
 - c. Other requests for use of the Truckee Tahoe Airport Board Room will be addressed on a case-by-case basis by the Manager and/or the Board.

Kenneth B. Jones, President