

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. This project has been somewhat delayed as the District transitions to its new GIS system. This project will be a priority with new programmed GIS funds for FY 2012.	Oct 2011	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 #1 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.	October, 2011	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.	Dec. 2011	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.	Dec. 2011	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.	Dec. 2011	Summer 2012
	7	Jan. 2011	Spring News Letter	Bi-annual newsletter published late spring and fall	Kevin B.	Fall News letter. Next news letter is anticipated for November/December	Oct. 2011	February 2012
	8	2007	Air Show	Investigate the feasibility of an air show at TRK and the necessary level of District involvement	Kevin B.	Staff and various air show interests will be meeting to explore the prospect of a July 2012 Air Show.	Dec. 2011	TBD
Airport Operations								
	9	July 2008	Runway Load Bearing Study	Study process to evaluate load bearing capacity of TRK runways.	Kevin S.	Board of Directors made a final decision on design considerations for runway 10/28 rehabilitation at the June 23 rd meeting. Final decisions regarding ultimate runway load bearing capacity will be considered as the airport moves through the Master Plan update project.	Dec. 2011 – Update GM Report.	Dec. 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. The first two phases of this update are complete (Administration and Governance). Staff will review the next grouping (Operations and Maintenance) Governance) with the Board in September. The Finance section will be last and come to the Board in December.	Sept. 2011	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. The first draft will be reviewed by the Board at the September 2011 meeting.	Sept. 22, 2011	Fall 2011
	12	July 2008	Lavatory Cart	Consider purchase and deployment of lavatory cart system and begin service.	Phred	Board has budgeted funding for lavatory cart. Based on discussion at July 2011 Board meeting. Staff will move forward with dump station and acquisition of cart.	Oct. 2011 – GM update	Nov. 2011
	13	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.	Nov. 2011	Dec. 2011

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	14	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.	Oct. 2011	Fall 2011
	15	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 will prepare a comprehensive update as to the current and ongoing status of these procedures for Oct. 2011 Board meeting.	Oct. 2011	Summer 2012
	16	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.	Oct. 2011	Winter 2012
Capital Projects and Facilities Planning								
	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. 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
	18	Apr. 2011	Pavement Management Plan	Study to provide 5 year Pavement Management Program	Kevin S.	Staff is working with Reinard Brandley Engineering to produce a new 5 year pavement management Program. Final draft of the Study is complete. Staff and ad hoc committee will be meeting to discuss plan and prepare a recommendation for Board review in October.	October 2011	Dec. 2011
	19	Apr. 2011	2011 Summer Pavement Maintenance Work Program	Annual pavement maintenance work to be completed summer 2011	Phred	Bidding for asphalt joint work, stripping, and pavement repair has been completed. Final bids for all work except expansion joints came in at \$362,000. This work is set to begin Sept. 22 nd .	Sept. 2011 – Update, GM report	Oct. 2011
	20	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 – Update, GM Report	Summer 2012
	21	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
	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 has been scheduled for fall semester. OM Director is reviewing various certified foresters to assist with plan certification. Phred and Hardy will make a full presentation on this project at the Oct. 2011 Board Meeting.	Oct. 2011	Spring 2012
	23	August 2010	Medivac Crew Quarters	Staff will look into options to provide crew facilities on the airfield for air ambulance crews to quarter close to helicopter.	Kevin S.	OM Director is securing bids for proposed work to crew facilities. Staff anticipates improvement work to begin in September with a fall move in date for crew. We have a signed contract with care flight leasing the facility for 4 years per the terms discussed at the September budget workshop.	Dec. 2011	Nov. 2011
Operating Budget, Funding Sources and Strategies								
	24	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 is preparing a revised PI 621.1 with new and enhanced criteria for rates and fees setting along with Minimum Standards. Staff and the Board will review the revised guidelines and policy at the Sept. 2011 meeting.	Sept. 2011	Dec. 2011
	25	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								
	26	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.	Fall 2011	Fall 2011

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