

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.	August 2011	Summer 2011
	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.	GM has met with FAA Project Manager and determined General Plan update is AIP eligible and encouraged. Master plan is now included in ACIP and scheduled for funding in 2012. Board of Directors will review first draft of Master Plan RFQ at July Board Meeting. GM has a meeting with FAA in Burlingame CA on Aug. 18 to discuss AIP and Master Plan Project.	August 2011 – update, 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. Approval of Tentative Strategic Plan is schedule for July 2011.	July 2011	July 2011
	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 Town Manager have been in discussions regarding District's interest in old town corp yard. This is an 11 acre site at the departure end of Runway 28. Town and District have partnered on an appraisal. The District has been informed the appraisal has been delayed due to staffing issues at Johnson Perkins. Staff anticipates final appraisal in early October.	October 2011	Winter 2012
	6	Jan 2009	Additional Neighborhood Outreach	Meet with neighborhoods and stakeholders	Hardy	Staff and ACAT are working on summer outreach calendar and schedule for community events. We are proceeding with design and construction of mobile outreach trailer. Outreach events this summer will include Truckee Thursdays Aug. 18 th and 25 th , Tahoe Family Festival on Aug. 28 th , and block parties in Sierra Meadows and Prosser Lake View Estates in September.	Aug. – ACAT Report	Oct. 2011
	7	Jan. 2011	Spring News Letter	Bi-annual newsletter published late spring and fall	Kevin B.	Spring news letter has been published and is in distribution.	July 2011	July 2011
	8	2007	Air Show	Investigate the feasibility of an air show at TRK and the necessary level of District involvement	Kevin B.	Airport will be a sponsor and supporter of Lake of the Sky Airshow. Concepts regarding a TRK Air Show will be discussed in more detail as part of the budget process	July 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.	Sept. 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 phase of this update is complete (Administration). Staff is working on next group (Governance) of PI's for Board Review.	August 2011	Fall 2011
	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. Will be working on a draft to be presented in early summer 2011. This project will be completed in conjunction with PI and SPI Update and Revision project.	Summer 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. Staff will proceed with study to ascertain feasibility and cost analysis of providing this service.	Summer 2011	Sept. 2011

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	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 to secure long term access to Beacon Tower through Alder Hill Drive.	July 2011 – Update, GM Report	Summer 2011
	14	July 2009	RNAV Approach	Development of special visual RNAV arrival	Kevin B.	Arrival procedure is approved. Waypoints have been published. We are awaiting final approval from FAA on official publication. Discussion has begun on RNAV departure procedure.	July 2011 – Update, GM Report	Summer 2011
	15	July 2010	Peak Staffing	GM to review possible options to have senior staff scheduled at airport during peak operational time periods.	Kevin S.	GM is currently evaluating options and will have a plan ready for Board review this summer.	July 2011 – Update, GM Report	Summer 2011
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. Staff is hoping for “end of year” funding for this project.	Sept. 2011 – Update GM Report.	Nov. 2011
	17	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. To date FWD and most of the field work has been completed for this study. Staff anticipates a rough draft within the next 6 to 8 weeks. This Project is funded as part of AIP 20.	August 2011	Aug. 2011
	18	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 will be completed by early August. Pavement Restoration Inc. is scheduled to service Runway 1/19 and airport ramp first week of August.	August 2011 – Update, GM report	Sept. 2011
	19	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.	Board will consider awarding bid at the July Board meeting. Low bid is Koch and Koch at 379k. When awarded Staff will submit application to FAA for “end of year” funding. This project should be competitive for award.	Sept. 2011 – Update, GM Report	Nov. 2011
	20	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
	21	July 2008	Self Serve Island	Construction of new self service fuel island to facilitate removal of old self service facility and to accommodate new administration building.	Phred	Wireless data processing issues have been resolved and fuel island is fully operational. Final pavement work has been completed.	July 2011 – Project Complete	Aug. 2011
	22	June 2010	Property Acquisition Watch List			This item has been combined with REF#2		
	23	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.	August 2011 – Update, GM Report	June 2011
	24	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.	Sept. 2011 – Update, GM Report	Nov. 2011
Operating Budget, Funding Sources and Strategies								
	25	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 June 23 rd meeting, Staff is preparing a revised PI 621.1 with new and enhanced criteria for rates and fees setting. Staff and the Board will review these new guiding principles which will steer the policy revision process.	July 2011	Dec. 2011
	26	July 2010	Procurement Policy	Create a standardized procurement policy to guide purchase of goods and services in the District.	Kevin S.	Staff will have a new procurement policy ready for Board review at the July 28 rd Board meeting. This policy will also include a local preference policy.	July 2011	July 2011
	27	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

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Other Items								
	28	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