



**TRUCKEE TAHOE AIRPORT DISTRICT**  
**10356 Truckee Airport Rd.**  
**Truckee, CA 96161**  
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**DIRECTORS**  
 MARY HETHERINGTON  
 JOHN B. JONES, JR.  
 JAMES W. MORRISON  
 J. THOMAS VAN BERKEM  
 LISA WALLACE

**AGENDA  
 FOR  
 MAY 27, 2015**

A meeting of the Truckee Tahoe Airport District will be held on **Wednesday, May 27, 2015 at 4:30 p.m. in the Truckee Tahoe Airport District Community Room A**, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California. No action will be taken at the meeting on any business not appearing on the posted agenda except as permitted by Government Code Section 54954.2.

The District welcomes you to its meetings. Your opinions and suggestions are encouraged. All meetings are recorded. The meeting room is accessible to people with disabilities. In compliance with Section 202 of the Americans with Disabilities Act of 1990 and in compliance with the Ralph M. Brown Act, anyone requiring reasonable accommodation to participate in the meeting should contact the Truckee Tahoe Airport District office at (530) 587-4119, at least three days prior to the meeting.

**BUDGET WORKSHOP  
 SPECIAL MEETING**

(Budget Workshop will be held from **2:00pm to 4:00pm** on the day of the Board meeting)

**STANDING ORDERS:** Call the Meeting to Order

**PUBLIC COMMENT:** Members of the public may make comments at this time on any items not appearing on the agenda that are of interest to the public and are within the jurisdiction of the Board. Pursuant to the Brown Act, no discussion or action, other than a referral, shall be taken by the Board on any issue brought forth under Public Comment. Comments relating to items on today’s agenda are to be taken at the time the item is heard. Time allotted to each speaker is determined by the Board President; however, comments will generally be limited to five minutes.

- 1. Budget Memo – FY2016----- **TAB 1**

Meeting expected to adjourn at 4:00pm

**REGULAR MEETING:** 4:30 pm

**STANDING ORDERS:** Call the Meeting to Order

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**SPECIAL ORDERS OF BUSINESS**

**PUBLIC COMMENT:** Members of the public may make comments at this time on any items not appearing on the agenda that are of interest to the public and are within the jurisdiction of the Board and ACAT. Pursuant to the Brown Act, no discussion or action, other than a referral, shall be taken by the Board or ACAT on any issue brought forth under Public Comment. Comments relating to items on today’s agenda are to be taken at the time the item is heard. Time allotted to each speaker is determined by the Board President; however, comments will generally be limited to five minutes.

**CONSENT ITEMS**

- 1. Minutes: April 22, 2015 Regular Meeting ----- **TAB 2**
- 2. Monthly Service Bills and Fees ----- **TAB 3**
- 3. Financial Report ----- **TAB 4**

4. Quarterly Internal Control Report ----- TAB 5  
Director Jones conducted the quarterly internal audit. See attached report.
5. Review and Adoption of PI 118 Use of Social Media by the District and PI 214 Guidelines for Use of Social Media by District Officials ----- TAB 6  
Social media policy governing use, content management and posting of materials on social media platforms.

**PRESENTATIONS AND ROUTINE REPORTS**

6. AIRSHOW UPDATE
7. ARTS IN THE AIRPORT CONFERENCE REPORT  
Public Art Coordinator Carole Sesko will report to the Board on her attendance at the Arts in the Airport Conference
8. AIRPORT COMMUNITY ADVISORY TEAM ----- TAB 7
9. MONTHLY OPERATIONS AND COMMENT REPORT ----- TAB 8
10. AAAE ENERGY EFFICIENCY FORUM CONFERENCE REPORT  
Director Hetherington will report on her attendance at the conference

**BOARD ACTION ITEMS**

11. SKYDIVING PROPOSAL – COMMERCIAL OPERATING PERMIT ----- TAB 9  
Staff will present a proposal for commercial skydiving to be conducted on airport property
12. MAKER SPACE PROPOSAL ----- TAB 10  
Truckee Roundhouse representatives will present a proposal to use the airport warehouse as a community maker

**BOARD GUIDANCE AND INFORMATION ITEMS**

13. AIRPORT ENGINEERS REPORT, PROJECTS UPDATE ----- TAB 11  
District Engineer Bill Quesnel will provide an update on current and ongoing airport capital projects and airfield maintenance. General Manager Kevin Smith will provide an update on federal grants and summer pavement maintenance projects.
14. MULTI LATERATION FLIGHT TRACKING SYSTEM AND STATUS UPDATE ----- TAB 12  
Staff will present a current status of MLAT system and future options to maintain and update the system. Joe LaMacchia from NavAid Technical Services will also be present to provide information and system status including status of current agreements with the FAA.
15. GENERAL MANAGER’S REPORT ----- TAB 13
  - Upcoming Training Opportunities
  - Ad Hoc Committees Status Update and Board Assignments
    - Warehouse Office Building (WOB) – Progress Update (previously known as the Land Leasing Ad Hoc Committee)
    - Master Plan – Progress Update
    - Hangar 3 – Progress Update
    - Demand Drivers – Progress Update
    - Sponsorship Policy Revision – Progress Update
  - Update on Executive Hangar Study
  - Update on Tahoe City EMS Heliport
  - PC-3 Land Transfer
  - Reno Tahoe Regional Air Service Committee Report
  - Upcoming Meetings

**BOARD MEMBER ANNOUNCEMENTS:** Pursuant to Government Code Section 54954.2, Board members may make a brief announcement or report on activities. Board members may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning any matter.

**SCHEDULE FOR UPCOMING MEETINGS:** The Board President and Airport Manager shall determine the agenda. Scheduled meetings of the Truckee Tahoe Airport Board of Directors are as follows:

- **Regular Board Meeting** – June 24, 2015, **4:30 PM:** Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **AirShow and Family Festival** – July 11, 2015: Truckee Tahoe Airport, 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – July 22, 2015, **4:30 PM:** Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA
- **Regular Board Meeting** – August 26, 2015, **4:30 PM:** Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA

- **Regular Board Meeting** – September 30, 2015, **4:30 PM**: Truckee Tahoe Airport Community Rm., 10356 Truckee Airport Rd., Truckee CA

**ADJOURNMENT OF MEETING**

**NOTE:** *A copy of the agenda packet and all documents related to this agenda are available for public review at the Airport Administration Office, 10356 Truckee Airport Road, Truckee, California 96161. Agenda items that are not able to be addressed at today's meeting may be placed on the next regularly scheduled Board meeting agenda. Requests for agenda items and/or supporting background information must be submitted in writing to the Airport Manager or the Board President ten days prior to the next meeting.*

*I declare a copy of this agenda was posted at the Truckee Tahoe Airport District Administration Office, 10356 Truckee Airport Road, Truckee, CA, and mailed on May 22, 2015.*

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**Denae Granger, District Clerk**