

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 special meeting held Wednesday, December 15, 2021, via live web streaming.

3 **CALL MEETING TO ORDER: 3:01 PM**

4 **PLEDGE OF ALLEGIANCE**

5 **DIRECTORS PRESENT:** President Kat Rohlf (via Teleconference)
6 Vice President David Diamond (via Teleconference)
7 Director Teresa O’Dette (via Teleconference)
8 Director Rick Stephens (via Teleconference)
9 Director Mary Hetherington (via Teleconference)

10 **STAFF PRESENT:** Mr. Kevin Smith, General Manager (via Teleconference)
11 Mr. Hardy Bullock, Director of Aviation & Community Services (via
12 Teleconference)
13 Ms. Kelly Woo, Director of Finance & Administration (via Teleconference)
14 Mr. Dave Hoffman, Director of Operations and Maintenance (via
15 Teleconference)
16 Mr. Josh Nelson, District Legal Counsel (via Teleconference)
17 Ms. Emily Pindar, Administrative Clerk (via Teleconference)
18 Ms. Lauren Tapia, HR Manager/District Clerk (via Teleconference)

19 **VISITORS PRESENT: 20**

20 **MODIFICATION OF AGENDA:** None.

21 **SPECIAL ORDERS OF BUSINESS:** None.

22 **PUBLIC COMMENT:**

23 • Ms. Lauren Tapia read aloud the following written public comments:

24 Mr. Vince Bruno submitted a written public comment regarding the EAA’s Holiday Pancake Breakfast and
25 Young Eagles intro to Aviation Flight event.

26 **EXTEND RESOLUTION 2021-11 TO REAUTHORIZE VIRTUAL MEETINGS IN ACCORDANCE WITH AB 361**
27 **(TAB 1)**

28 **PUBLIC COMMENT:** None.

29 **MOTION #1 DECEMBER 15, 2021, S:** Vice President Diamond motioned to extend Resolution 2021-11 for
30 thirty days as outlined in the staff report. Director O’Dette seconded the motion. President Rohlf, yes.
31 Vice President Diamond, yes. Director Stephens, yes. Director O’Dette, yes. Director Hetherington, yes.
32 The motion passed via roll call vote.

33 **REVISIT AGENCY PARTNERSHIP MOTION FOR FRIENDS OF THE LIBRARY FROM DECEMBER 1, 2021**
34 **REGULAR BOARD MEETING (TAB 2)**

35 Mr. Smith noted that District staff met with the Friends of the Library and crafted a more
36 suitable/achievable motion that would replace what was passed at the December 1st regular Board
37 meeting. The amended motion should accomplish the ultimate goal the District was trying to make earlier
38 in the month.

39 **PUBLIC COMMENT:** None.

40 **MOTION #2 DECEMBER 15, 2021, S:** Vice President Diamond made a motion to fund the Friends of the
41 Truckee Tahoe Library to the sum of \$50,000 for one year to assist them in their effort to facilitate a new

42 community library for District constituents which, when constructed, has the ability to advance
43 opportunities for children, young people and adults to pursue STEM interests as well as careers in aviation
44 and aerospace. Both of these areas are of strong interest to the District as well as the FAA as we prepare
45 and inspire the workforce of the future. The Friends will seek to work collaboratively with the County,
46 Town and District to provide suitable information on aviation-related fields and career opportunities.
47 Friends of the Truckee Tahoe Library further agrees to recognize the Airport District in all their published
48 materials, online and in print, where donors and other sponsors are listed. Director O’Dette seconded the
49 motion. President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes. Director O’Dette, yes.
50 Director Hetherington, yes. The motion passed via roll call vote.

51 **TTAD 2022 MASTER PLAN UPDATE – CONSULTANT SELECTION (TAB 03)**

52 Mr. Smith reviewed the staff report regarding the selection of the Master Plan Consultant. The Master
53 Plan Ad Hoc Committee consisting of Director Stephens and Director Hetherington reviewed their
54 questions and concerns regarding Mead & Hunt’s proposal. Discussion ensued regarding concerns
55 surrounding the proposed public relations firm East River PR, cost breakdowns of the Public Outreach
56 Program services, airspace assessment fee, environmental assessments, other meeting options regarding
57 public outreach meetings, FAA requirements regarding the public outreach meetings, and in-person vs.
58 virtual public outreach meetings.

59 **PUBLIC COMMENT:** None.

60 **MOTION #3 DECEMBER 15, 2021, S:** Director Stephens motioned to select Mead & Hunt to provide
61 Master Plan services, with the exception of East River PR for Public Relations; authorize the Ad Hoc
62 Committee and Staff to work with Mead & Hunt to refine the scope of Work and project schedule per the
63 issues and items raised in tonight’s discussion, and to authorize the Ad Hoc Committee and Staff to finalize
64 the Service Agreement to include Scope of Work and authorize the Board President to sign 2022 Master
65 Plan Update Service Agreement with Mead and Hunt. Vice President Diamond seconded the motion.
66 President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes. Director O’Dette, yes. Director
67 Hetherington, no. The motion passed via roll call vote.

68 **PUBLIC COMMENT:** None.

69 **ADJOURN**

70 **PUBLIC COMMENT:** None

71 **MOTION #4 DECEMBER 15, 2021, S:** Director Hetherington motioned to adjourn the meeting. Director
72 Stephens seconded the motion. President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes.
73 Director O’Dette, yes. Director Hetherington, yes. The motion passed via roll call vote.

74 At 3:40 PM the December 15, 2021, special meeting of the Truckee Tahoe Airport Board of Directors
75 adjourned.