

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 special meeting held Wednesday, January 5, 2022, via live web streaming.

3 **CALL MEETING TO ORDER: 2:01 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 Ms. Kelly Woo, Director of Finance & Administration (via Teleconference)
12 Mr. Dave Hoffman, Director of Operations and Maintenance (via
13 Teleconference)
14 Mr. Josh Nelson, District Legal Counsel (via Teleconference)
15 Ms. Emily Pindar, Administrative Clerk (via Teleconference)
16 Ms. Lauren Tapia, HR Manager/District Clerk (via Teleconference)

17 **VISITORS PRESENT: 10**

18 **MODIFICATION OF AGENDA:** None.

19 **SPECIAL ORDERS OF BUSINESS:**

20 District Counsel Josh Nelson gave an overview of the differences between a Special Meeting and Regular
21 Meeting for the Board of Directors and visitors present. President Rohlf reviewed the process the Board
22 will take regarding public comment for today’s special meeting.

23 **PUBLIC COMMENT:**

24 Mr. Richard Pearl made a public comment regarding the sections Truckee Tahoe Soaring Association
25 appeared in the TTAD Cost and Allocation Study.

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

28 **PUBLIC COMMENT:** None.

29 **MOTION #1 JANUARY 5, 2022, 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 **RECEIVE PRESENTATION, REVIEW AND DISCUSS THE 2021 FINANCIAL ALLOCATION ANALYSIS (TAB 2)**

34 Vice President Diamond spoke on behalf of the Financial Allocation Analysis Ad Hoc Committee and
35 expressed their desired outcomes for this afternoon’s meeting. Vice President Diamond noted that there
36 will be no action taken this afternoon after the Financial Allocation Analysis is reviewed, and that it is
37 requested that Board Members note their flagged areas of concern in the study. These flags can be
38 discussed at potential future workshops or agenda items at regular Board meetings. Mr. Jeff Kohlman,
39 with Aviation Management Consultants Group (AMCG) reviewed the cost allocation study presentation
40 for the Board of Directors. The Board posed various questions they had within the cost allocation
41 presentation. To review the Board’s questions and AMCG clarifications to those questions, please view

42 the following link: [https://ttm.open.media/sessions/235165/truckee-tahoe-airport-board-january-5-](https://ttm.open.media/sessions/235165/truckee-tahoe-airport-board-january-5-2022?category=458)
43 [2022?category=458](https://ttm.open.media/sessions/235165/truckee-tahoe-airport-board-january-5-2022?category=458) and jump to 41:32 minute mark on the recording.

44 The board provided the following flagged items they wish to review at either future workshops or agenda
45 items at regular meetings:

- 46 • PR/Noise/Community Investment reduction in investment
- 47 • T-Hangars – Operating Expenses
- 48 • Warehouse – Operating Expenses, EBIT loss
- 49 • Red Truck – Operating Expenses, EBIT loss
- 50 • Airside Maintenance – Airside \$1m increase from 2019
- 51 • Airside Revenue Drop from 2018
- 52 • Aviation Real Estate – General increase in revenue and loss
- 53 • Sierra Aero Hangar – Low rent and big EBIT loss
- 54 • Sierra Aero Office – Low rent
- 55 • Clear Capital
- 56 • EAA – rethink PI 311
- 57 • Super Executive Hangars
- 58 • Soar Truckee – rethink PI 311
- 59 • Skydive Truckee
- 60 • FBO Other Products – Operating expenses, payroll trend
- 61 • FBO Facilities – Operating expenses, payroll trend
- 62 • FBO Fuels – AvGas Full Service – Operating expenses, Net income
- 63 • FBO Fuels – AvGas Self Service – Operating Expenses, Net income
- 64 • ADSB/Tower – Question 90/10 calculation

65 Mr. Smith noted that further information would be provided to the Board regarding District ground leases
66 at the January 26, 2022 regular Board meeting.

67 Per President Rohlf’s request, Mr. Kohlman reviewed his list of “outliers” within the Financial Allocation
68 Analysis.

69 Mr. Smith noted that many of the flagged items can be addressed at future regular Board meetings as
70 well as in a memo format to the Board. Staff will return with answers to questions raised as well as
71 incorporate items necessary for Board Discussion into the District’s rolling agenda.

72 The Board thanked staff and Mr. Kohlman for the information provided at today’s meeting.

73 **ADJOURN**

74 **PUBLIC COMMENT:** None

75 **MOTION #2 JANUARY 5, 2021, S:** President O’Dette motioned to adjourn the meeting. Director
76 Hetherington seconded the motion. President Rohlf, yes. Vice President Diamond, yes. Director Stephens,
77 yes. Director O’Dette, yes. Director Hetherington, yes. The motion passed via roll call vote.

78 At 4:16 PM the January 5, 2021, special meeting of the Truckee Tahoe Airport Board of Directors
79 adjourned.

80 **THIS SET OF MINUTES IS A CONDENSED VERSION OF THE JANUARY 5, 2022, SPECIAL BOARD MEETING.**
81 **TO WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/235165/truckee-tahoe-](https://ttm.open.media/sessions/235165/truckee-tahoe-airport-board-january-5-2022?category=458)
82 [airport-board-january-5-2022?category=458](https://ttm.open.media/sessions/235165/truckee-tahoe-airport-board-january-5-2022?category=458)