

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 Special Meeting held on Monday, February 21, 2022, via live web streaming.

3 **CALL MEETING TO ORDER:** 1:30 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 and Community Services
12 (via Teleconference)
13 Ms. Kelly Woo, Director of Finance and Administration (via Teleconference)
14 Mr. Dave Hoffman, Director of Operations and Maintenance (via
15 Teleconference)
16 Ms. Stacey Justesen, Safety and Security Manager (via Teleconference)
17 Mr. Josh Nelson, District Legal Counsel (via Teleconference)
18 Ms. Lisa Tenorio, Administrative Clerk (via Teleconference)
19

20 **VISITORS PRESENT:** 18

21 **MODIFICATION OF AGENDA:** None.

22 **PUBLIC COMMENT ON CLOSED SESSION ITEM:** None.

23 **CLOSED SESSION:** 1:30pm

- 24 • PUBLIC EMPLOYEE PERFORMANCE EVALUATION
- 25 ○ Title: General Manager

26 **SPECIAL MEETING:** 2:30 PM

27 President Rohlf reported General Manager Kevin Smith’s salary will be discussed at a future meeting.

28 **EXTEND RESOLUTION 2021-11 TO RE-AUTHORIZE VIRTUAL MEETINGS IN ACCORDANCE WITH AB 361**
29 **(TAB 01)**

30 **PUBLIC COMMENT:**

31 Mr. Robert Bousquet made a public comment in favor of live meetings moving forward now that the mask
32 mandate has been lifted.

33 Mr. Norm Nichols made a public comment in favor of live meetings moving forward now that the mask
34 mandate has been lifted.

35 Director O’Dette responded to the comment with history showing more attendance at virtual meetings
36 then at in-person meetings.

37 Board members discussed the possibility of a hybrid model for future meetings which would allow
38 participants to attend the meeting in person or via teleconference. Mr. Smith indicated that staff would
39 look into the Districts ability to conduct hybrid meetings.

40 District Counsel Josh Nelson responded to public comment by explaining that AB 361 is expected to expire
41 at the end of March 2022 but may be extended by the State of California. Mr. Nelson recommended the
42 Board extend the Resolution 2021-11 to ensure the option of virtual or hybrid meetings will be available.

43 **MOTION #1 FEBRUARY 21, 2022, S:** Vice President Diamond motioned to extend Resolution 2021-11 for
44 thirty days as outlined in the staff report. Director O’Dette seconded the motion. President Rohlf, yes.
45 Vice President Diamond, yes. Director Stephens, yes. Director O’Dette, yes. Director Hetherington, yes.
46 The motion passed via roll call vote.

47 **GOAL SETTING WORKSHOP:**

48 Vice President Diamond expressed his desire to restructure the current DRAFT goals for 2022 to a format
49 focusing on the three guiding principles of our mission statement:

- 50 • PROVIDE SAFE, HIGH-QUALITY SERVICES AND FACILITIES
- 51 • REDUCE IMPACT ON AIRPORT NEIGHBORS AND THE ENVIRONMENT
- 52 • INVESTMENT FOR SUSTAINED COMMUNITY BENEFIT

53 Discussion took place regarding each Board member and their proposed goals with action steps, and
54 timelines and where they fit under the above guiding principles. Mr. Smith compiled a list of individual
55 Board member goals, organized under the appropriate guiding principle. This document will be presented
56 at the March 23, 2022, Board meeting. The 2022 goals discussion can be seen in more detail by viewing
57 the link: [https://ttm.open.media/sessions/238633/truckee-tahoe-airport-board-february-21-
58 2022?category=458](https://ttm.open.media/sessions/238633/truckee-tahoe-airport-board-february-21-2022?category=458) Jump to 1:18 min mark.

59 Mr. Hardy Bullock presented an update from Aviation and Community Services: Succession planning will
60 be a priority in 2022 to prepare for staff members coming to the end of their careers; training one new
61 staff member and filling a position for a staff member who will be leaving. Flight procedures is a priority
62 in 2022 as well as looking at some new initiatives for flight safety.

63 Ms. Kelly Woo presented an update including current projects she is working on such as: Working with
64 Mr. Smith on rates and fee structures; including adding the foregone revenue into the monthly financial
65 statements. She also mentioned the Budget structure does not follow the same format as allocation
66 study.

67 **PUBLIC COMMENTS:**

68 Mr. Lance Welsh would like more understanding about why a new air strip is needed.

69 Mr. Tom Meadows made a public comment expressing his concern regarding giving away District funds
70 rather than spending the money on improving airport facilities. He is also opposed to new runway.

71 Mr. Robert Bousquet gave public comment, he is interested in seeing the wind study analysis and asked
72 if it included a 24-hour time frame or just during daytime hours. Mr. Bousquet expressed his concerns
73 with the proposed new runway and the risks involved.

74 Director Diamond encouraged the public to join the ACT meetings to get accurate information especially
75 the meetings on March 9, 2022, and April 13, 2022, when we will be talking about the Master Plan which
76 includes the proposed new runway.

77 Mr. Meadows asked if there were any other public email comments?

78 Mr. Lance Welshed asked that the emailed public comments be available to the public.

79 Mr. Smith mentioned the Board decided last month not to read emailed public comments during Board
80 meetings, they are provided to the Board prior to each meeting for review and should be submitted by
81 the Friday before each meeting.

82 District Counsel Josh Nelson recommended public comments be posted on-line following each meeting.

83 **PUBLIC COMMENT ON CLOSED SESSION:** None

84 **CLOSED SESSION: 4:30PM**

85 • CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (TAB 03)

86 ○ Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section
87 54956.9: 1 case

88 ○ Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1

89 District Counsel Josh Nelson reported no reportable action from the closed session.

90 **ADJOURN**

91 **MOTION #2 FEBRUARY 21, 2022, S:** Director Stephens motioned to adjourn the meeting. Director
92 Hetherington seconded the motion. President Rohlf, yes, Vice President Diamond, yes. Director Stephens,
93 yes, Director O’Dette, yes. Director Hetherington yes. The motion passed via roll call vote.

94 At 5:32 PM the February 21, 2022, Special Meeting of the Truckee Tahoe Airport Board of Directors
95 adjourned.

96 **THIS SET OF MINUTES IS A CONDENSED VERSION OF THE FEBRUARY 21, 2022, SPECIAL BOARD MEETING.**
97 **TO WATCH THE MEETING IN ITS ENTIRETY:** [https://ttm.open.media/sessions/238633/truckee-tahoe-
98 airport-board-february-21-2022?category=458](https://ttm.open.media/sessions/238633/truckee-tahoe-airport-board-february-21-2022?category=458)