

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS  
2 regular meeting held Wednesday, July 27, 2022, in the Truckee Tahoe Airport District Community Room  
3 A & B, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California as well as live  
4 stream.

5 **CALL MEETING TO ORDER: 3:00 PM (Hybrid Meeting Format)**

6 **PLEDGE OF ALLEGIANCE**

7 **DIRECTORS PRESENT:** President Kathryn Rohlf  
8 Vice President David Diamond (via web teleconference)  
9 Director Rick Stephens  
10 Director Mary Hetherington  
11 Director Teresa O’Dette

12 **STAFF PRESENT:** Mr. Robb Etnyre, General Manager  
13 Ms. Kelly Woo, Director of Finance & Administration  
14 Mr. Josh Nelson, District Legal Counsel  
15 Ms. Lauren Tapia, HR Manager/District Clerk

16 **VISITORS PRESENT: 0**

17 **PUBLIC COMMENT:** None.

18 **CLOSED SESSION**

- 19 • PUBLIC EMPLOYMENT
  - 20 ○ Title: General Manager
- 21 • CONFERENCE WITH LABOR NEGOTIATORS
  - 22 ○ Agency designated representatives: Mary Hetherington, Teresa O’Dette
  - 23 ○ Unrepresented Employee: General Manager
- 24 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
  - 25 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
  - 26 ○ Name of case: Skydive Truckee Tahoe, Inc., FAA Part 13 Complaint

27 **ADJOURN OUT OF CLOSED SESSION: 4:25 PM**

28 President Rohlf noted that there was no reportable action.

29 **VISITORS PRESENT: 30**

30 **SPECIAL ORDERS OF BUSINESS:**

- 31 • Adopt Resolution 2022-08 Authorizing Remote Public Meetings ----- **TAB 01**

32 **MOTION #1 JULY 27, 2022:** President Rohlf motioned to approve Resolution 2022-08 Authorizing Remote  
33 Public Meetings and waived the reading. Director O’Dette seconded the motion. President Rohlf, yes. Vice  
34 President Diamond, yes. Director Stephens, yes. Director Hetherington, yes. Director O’Dette, yes. The  
35 motion passed via roll call vote.

36 The Board congratulated Director Stephens for being elected as a Special District Representative to Placer  
37 County Local Agency Formation Commission (LAFCO).

38 **MODIFICATION OF AGENDA:**

39 President Rolf requested to move Board Member Announcements ahead of the Speak Your Peace  
40 campaign.

41 **BOARD MEMBER ANNOUNCEMENTS**

42 Director Stephens expressed thanks to the Airshow Committee and volunteer staff for putting on a  
43 wonderful Airshow. Director Stephens reviewed several photos of the Airshow.

44 **SPEAK YOUR PEACE (TAB 02)**

45 President Rohlf reviewed the “Speak Your Peace” norms for the Board of Directors and general public.

46 **PUBLIC COMMENT:**

47 Mr. Mike Daniel, made a public comment announcing his intentions to run for the Board of Directors.

48 Mr. John Jones, Truckee resident, made a public comment regarding approach procedures into Runway  
49 02/20.

50 Mr. Ken Aronson, Truckee resident, made a public comment thanking the Board Members who voted in  
51 favor for the 2022 Airshow.

52 Mr. Sven Pole, Truckee resident, made a public comment regarding why Pilots utilize Runway 29.

53 Mr. Doug Collum, made a public comment against an initiative to shut down Soar Truckee via rent  
54 increase.

55 Ms. Pat Northrop, Truckee Resident, made a public comment thanking the Board for supporting the 2022  
56 Airshow.

57 Ms. Leanne (spelling of last name unknown), Truckee Resident, made a public comment regarding the  
58 increase in aeronautical noise over the neighborhood of Glenshire.

59 Mr. Tom Meadows, Truckee Resident, made a public comment regarding Board Members receiving  
60 reimbursement for health insurance coverage.

61 Ms. Debbie Cohen, Truckee Resident, made a public comment regarding the positive economic impact  
62 the Airport District has on the community.

63 Mr. Collin Butcher, Truckee Resident, made a public comment regarding the TART Bus traffic impact on  
64 his neighborhood, and the idea of the Airport housing the TART Bus yard.

65 There was Board consensus for Staff to add the concerns raised in Mr. Butcher’s comment to the August  
66 Regular meeting Agenda.

67 **CONSENT ITEMS**

- 68 • Minutes: June 22, 2022, Regular Meeting ----- TAB 03
- 69 • Monthly Service Bills and Fees – June 2022 ----- TAB 04
- 70 • Quarterly Investment Report ----- TAB 05
- 71 • Customer Relations Management Software – Purchase Agreement ----- TAB 06
- 72 • Board Policy Instructions – Administration Policies Update ----- TAB 07

73 **PUBLIC COMMENT:** None.

74 **MOTION #2 JULY 27, 2022:** Director Hetherington motioned to approve the Consent Items: Tab Items 03  
75 – 08. Vice Director Stephens seconded the motion. President Rohlf, yes. Vice President Diamond, yes.  
76 Director Stephens, yes. Director Hetherington, yes. Director O’Dette, yes. The motion passed via roll call  
77 vote.

78 **TRUCKEE DONNER RECREATION AND PARK DISTRICT – L SHAPE PARCEL – PROPOSAL (TAB 08)**

79 President Rohlf called for Public Comment ahead of the Special Presentation.

80 **PUBLIC COMMENT:**

81 Ms. Laurel Lippert, Truckee Resident, made a public comment not in support for the proposed park on the  
82 District owned L Shape Parcel.

83 Mr. Tom Meadows, Truckee Resident, made a public comment not in support for the proposed park on  
84 the District owned L Shape Parcel.

85 Mr. Andy (last name not stated), expressed that the public hear the special presentation before opening  
86 up the public comment period.

87 Ms. Page (last name not stated), Truckee Resident, expressed that the public hear the special presentation  
88 before opening the public comment period.

89 Mr. Todd Babarovich, Truckee Resident, made a public comment not in support for the proposed park on  
90 the District owned L Shape Parcel.

91 Ms. Gretchen Corbin, Truckee Resident, made a public comment not in support for the proposed park on  
92 the District owned L Shape Parcel.

93 Mr. Dietrich Shultz, Truckee Resident, made a public comment not in support for the proposed park on  
94 the District owned L Shape Parcel.

95 Mr. Steve Randall and Mr. John Shaffer of Truckee Donner Recreation and Park District, reviewed a  
96 presentation about a proposed park on TTAD Property, commonly referred to as the “L Shape Parcel”.  
97 The Board expressed their concerns regarding the vehicle traffic that would be associated with this  
98 proposed park on District property.

99 **PUBLIC COMMENT:**

100 Mr. Andy (last name not stated), made a public comment not in support for the proposed park on the  
101 District owned L Shape Parcel.

102 Ms. Page (last named not stated), thanked the Board for listening to their neighborhood’s concerns.

103 There was consensus from the Board for District staff and TDRPD staff to work together and approach  
104 TTS-A regarding the property they own in Martis Valley being a utilized as a potential park site. There was  
105 Board consensus that the L Shape Parcel would not be the best location for the proposed park.

106 **PLACER COUNTY GRAND JURY REPORT – DISTRICT RESPONSE (TAB 09)**

107 District Counsel Nelson reviewed what a Grand Jury is, what they do, and what their reports mean for the  
108 Board of Directors. The Grand Jury reviewed the Truckee Tahoe Airport District’s budgeting process and  
109 how property tax revenue was utilized. The Grand Jury’s findings were published in the 2021-2022 Final  
110 Report (attached as a Board Meeting material). District Counsel Nelson reviewed the suggested  
111 recommendation from the Grand Jury. Staff noted that they will implement the recommendation within  
112 the Grand Jury’s target date (official response letter is attached as a Board Meeting material).

113 **PUBLIC COMMENT:** None.

114 **MOTION #3 JULY 27, 2022:** Director Stephens motioned to approve the District’s response letter to the  
115 Placer County Grand Jury. Director O’Dette seconded the motion. President Rohlf, yes. Vice President  
116 Diamond, yes. Director Stephens, yes. Director Hetherington, yes. Director O’Dette, yes. The motion  
117 passed via roll call vote.

118 **RUNWAY 02-20 (TAB 10)**

119 Mr. Etnyre reviewed the details outlined on the agenda item’s staff report requesting Board guidance to  
120 include reconstruction design to accommodate an off-center crown for potential future widening of  
121 Runway 02-20. The Board of Directors reviewed their questions and comments on the agenda item. There  
122 was consensus of agreement with the proposed construction of the off-center crown.

123 **PUBLIC COMMENT:**

124 Mr. Tom Meadows, Truckee Resident, made a public comment in support of the proposed construction  
125 of the off-center crown.

126 **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 10)**

- 127
  - Truckee Tahoe Workforce Housing JPA - Update

128 Ms. Tapia reviewed an update regarding TTWHA’s employee survey and the long-term rental program  
129 now being administered in house by the TTWHA staff. The Board of Directors requested housing  
130 placement data be reported at next month’s meeting.

- 131
  - Master Plan Ad Hoc Committee

132 Nothing to report.

- 133
  - Hangar Use Policy Ad Hoc Committee

134 Nothing to report.

- 135
  - Climate Transformation Alliance (CTA)

136 President Rohlf noted that she and Mr. Lamb attended the formal launch of CTA’s partners and break out  
137 group work occurred. President Rohlf and Mr. Etnyre held a meeting with Raley’s personnel about being  
138 a potential CTA partner.

- 139
  - ACT Board of Directors Attendance

140 President Rohlf and Director Diamond will attend the August 10<sup>th</sup> ACT meeting. Subject: Airport  
141 Sustainability Planning.

- 142
  - General Manager Recruitment Ad Hoc Committee

143 Nothing to report.

144 **PUBLIC COMMENT:** None.

145 **BREAK:** 6:20 PM – 6:27 PM

146 **GENERAL MANAGERS REPORT (TAB 11)**

147 Mr. Etnyre reviewed the General Managers report. Discussion ensued regarding the General Manager’s  
148 Project timeline Matrix, the various projects noted within the matrix, the Master Plan Phase I project  
149 timeline, Landing Fee & Ramp Fee which will replace existing Transient Use Fee, Flight Procedure updates,  
150 Policy Instruction 119 – Campaign Contribution Disclosure overview (reviewed by District Counsel Nelson),  
151 potential Truckee Tahoe Airport District Scholarship, and Hangar CPI increase notification process. Mr.  
152 Etnyre noted that he will return to the next regular meeting with further detail topics and process timeline  
153 on the hangar policy. The Fly Quiet 3 Policy Outreach was reviewed by Staff. Discussion ensued regarding  
154 extreme meteorological conditions that could be used to waive a fly quiet violation, “get out of jail free”  
155 situations, other “outside the box” incentive ideas besides of the current fly quiet incentives, the survey  
156 being sent to the community who submits noise comments, and a pilot survey commenter making false  
157 statements about a sitting Director. Mr. Etnyre noted that they will take the feedback provided at tonight’s  
158 meeting and work with staff to bring back an official policy proposal at future meeting.

159 **BREAK: 6:20 PM – 6:27 PM**

160 • **AVIATION AND COMMUNITY SERVICES DEPARTMENT REPORT**

161 Director Hetherington reviewed her questions and comments on the Q2 Operations and Comment report.  
162 Discussion ensued regarding a specific aircraft(s) that operated in the very early morning hours and  
163 departure maps being created for departures on Runway 11 and Runway 20.

164 • **MONTHLY FINANCE DEPARTMENT REPORT**

165 Ms. Woo reviewed the monthly financial report. Discussion ensued regarding July FBO net revenue.

166 **PUBLIC COMMENT:**

167 Mr. Chris Henderson, Truckee Resident, made a public comment in support of the “get out of jail free”  
168 concept discussed by the Board (Fly Quiet 3 Policy).

169 Mr. Todd Babarovich, Truckee Resident, made a public comment not in support of the “get out of jail free”  
170 concept discussed by the Board (Fly Quiet 3 Policy).

171 Mr. Tom Meadows, Truckee Resident, made a public comment noting that the fly quiet program is  
172 sufficient as is.

173 **FUTURE AGENDA PRIORITIES AND MEETING MANAGEMENT (TAB 12)**

174 Mr. Etnyre reviewed the Rolling Agenda, specifically agenda items slated for the Board meetings in August  
175 and September.

176 **PUBLIC COMMENT:** None.

177 **STAFF AND BOARD MEMBER CONFERENCE ATTENDANCE REPORTS**

178 None.

179 **MEETING REVIEW AND STAFF DIRECTION**

180 Mr. Etnyre reviewed the direction to staff items from the Board. This list is intended to capture other  
181 items not included in formal motions or agreement by consensus documented in the minutes. Direction  
182 to staff include the following:

- 183 • Additional mapping of departures for Runway 11 and 20.
- 184 • Final Fly Quiet 3 Policy Proposal
- 185 • New Landing Fee and Ramp Fee to replace the current Transient Use Fees
- 186 • TART Bus neighborhood impact
- 187 • TTAD and TDRPD to approach TTSA about potential park site opportunities

188 **PUBLIC COMMENT:** None.

189 **BOARD ANNOUNCEMENTS**

190 Director Hetherington inquired about GHG information no longer appearing on the front page of the  
191 District’s website.

192 **ADJOURN**

193 **PUBLIC COMMENT:** None

194 **MOTION #4 JULY 27, 2022:** Director Stephens motioned adjourn the meeting. Director Hetherington  
195 seconded the motion. President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes. Director  
196 Hetherington, yes. Director O’Dette, yes. The motion passed via roll call vote.

197 At 7:20 PM the June 22, 2022, regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.  
198 **THIS SET OF MINUTES IS A CONDENSED VERSION OF THE JULY 27, 2022, REGULAR BOARD MEETING. TO**  
199 **WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/250561/truckee-tahoe-airport-](https://ttm.open.media/sessions/250561/truckee-tahoe-airport-board-meeting-july-27-2022?category=458)  
200 [board-meeting-july-27-2022?category=458](https://ttm.open.media/sessions/250561/truckee-tahoe-airport-board-meeting-july-27-2022?category=458)