

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, September 28, 2022, in the Truckee Tahoe Airport District Community
3 Room A & B, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California as well as
4 live 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
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 • CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
- 20 ○ Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section
- 21 54956.9
- 22 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
- 23 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
- 24 ○ Name of case: Skydive Truckee Tahoe, Inc., FAA Part 13 Complaint

25 **ADJOURN OUT OF CLOSED SESSION: 3:55 PM**

26 President Rohlf noted that there was no reportable action.

27 **OPEN SESSION CALL TO ORDER: 4:30 pm**

28 **VISITORS PRESENT: 15**

29 **SPECIAL ORDERS OF BUSINESS:**

- 30 • Adopt Resolution 2022-09 Authorizing Remote Public Meetings (Tab 01)

31 **MOTION #1 SEPTEMBER 28, 2022:** Vice President Diamond motioned to approve Resolution 2022-09
32 Authorizing Remote Public Meetings and to waive the reading. Director Stephens seconded the motion.
33 President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes. Director Hetherington, yes.
34 Director O’Dette, yes. The motion passed via roll call vote.

35 **MODIFICATION OF AGENDA:**

36 President Rohlf requested to move Board Member Announcements ahead of the Speak Your Peace
37 agenda item. President Rohlf’s request received consensus of approval from the Board of Directors.

38 **BOARD MEMBER ANNOUNCEMENTS:**

39 President Rohlf expressed condolences from the Board of Directors to past Director, Mr. Jim Morrison,
40 regarding the passing of his life partner, Ms. Hilaree Nelson, this past week.

41 **SPEAK YOUR PEACE (TAB 01)**

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

43 **PUBLIC COMMENT:**

44 Mr. John Jones, Truckee resident, made a public comment regarding directing (arriving) operational traffic
45 to Runway 02-20 via a MOU between the Tower, TTAD, and Oakland Center.

46 Mr. Tom Meadows, Truckee resident, made a public comment regarding campaign sign
47 removal/destruction of Airport Board Members running for office.

48 **CONSENT ITEMS**

- 49 • Minutes: August 24, 2022, Special Meeting ----- TAB 03
- 50 • Minutes: August 24, 2022, Regular Meeting -----TAB 04
- 51 • Monthly Service Bills and Fees – August 2022 ----- TAB 05
- 52 • Board Policy Instruction – Governance Policies Update ----- TAB 06
- 53 • Internal Audit Report – Q3 ----- TAB 07

54 **PUBLIC COMMENT:** None.

55 **MOTION #2 SEPTEMBER 28, 2022:** Director Stephens motioned to approve the Consent Items: Tab Items
56 03 – 07. Director Hetherington seconded the motion. President Rohlf, yes. Vice President Diamond, yes.
57 Director Stephens, yes. Director Hetherington, yes. Director O’Dette, yes. The motion passed via roll call
58 vote.

59 **SPECIAL PRESENTATION: MISSION TO MARS CAMP DEBRIEF**

60 Mr. Ken Aronson reviewed the recap presentation of the 2022 Mission to Mars summer camps for the
61 Board of Directors. The Board of Directors thanked Mr. Aronson for another wonderful summer camp
62 season.

63 **PUBLIC COMMENT:** None.

64 **SPECIAL PRESENTATION: 2022 AIRSHOW AND FAMILY FESTIVAL DEBRIEF (TAB 08)**

65 Mr. Dave Love, Airshow Committee representative, thanked the Board of Directors, District Staff, fellow
66 Airshow Committee Members, and Airshow volunteers for the efforts made to pulling off a successful and
67 safe Airshow and Family Festival. Mr. Love then reviewed the Airshow Committee’s recap report for the
68 Board of Directors. Discussion ensued regarding the actual cost of the 2022 Airshow. Mr. Love reviewed
69 the proposed 2023 Airshow and Family Festival Service Agreement for the Board of Directors. Mr. Love
70 also stated that the Committee is also proposing the Airshow take place on June 24, 2023, should another
71 airshow be authorized by the Board of Directors. Discussion ensued about the idea of the Airshow
72 Committee hosting a quarterly STEM event similar to the STEM events put on by Hiller Aviation Museum
73 in San Carlos, CA.

74 **PUBLIC COMMENT:**

75 Mr. Ken Aronson, Truckee resident, made a public comment in support of a 2023 Airshow and Family
76 Festival.

77 Mr. Tom Meadows, Truckee resident, made a public comment on behalf of Truckee Tahoe Plane Talkers
78 in support of a 2023 Airshow and Family Festival.

79 Mr. Mike Daniel, Truckee resident, made a public comment regarding post Airshow event engagement
80 ideas.

81 Ms. Ginger (last name not stated), made a public comment in support of the Mission to Mars summer
82 camp.

83 **AB 992 SOCIAL MEDIA AND BROWN ACT VIOLATION RESPONSE LETTER (TAB 09)**

84 District Counsel Nelson reviewed the response letter to Mr. John Jones, Jr's cease-and-desist letter dated
85 September 5, 2022, alleging violation of Assembly Bill (AB) 992 and the Brown Act. District Counsel Nelson
86 recommended the Board of Directors approve the response letter as presented.

87 **PUBLIC COMMENT:** None.

88 **MOTION #3 SEPTEMBER 28, 2022:** Director Stephens motioned to approve the Alleged Violation of
89 Assembly Bill 992 and Ralph M. Brown Act response letter as presented. Director O'Dette seconded the
90 motion. President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes. Director Hetherington,
91 yes. Director O'Dette, yes. The motion passed via roll call vote.

92 **FY 2023 PRELIMINARY BUDGET REVIEW (TAB 10)**

93 Mr. Etnyre introduced the agenda item and reviewed the proposed operating budget presentation for FY
94 2023. The presentation contained information on the 2023 Expense Highlights, and proposed budget
95 recommendations. As well as 2023 Revenue Highlights which includes property tax revenue estimates and
96 FAA Grant revenue for the reconstruction of runway 02-20 project. Directors posed questions, discussed,
97 and provided feedback to staff on the operating budget presentation. There was consensus from the
98 Board to have staff provide more detail information under "other income", example: break out FAA
99 Income and Property Tax income (by county), and to have the Airshow Committee return to the October
100 Meeting with a detailed budget presentation for the proposed 2023 Airshow and Family Festival.

101 To listen to the budget review in its entirety, please click here:
102 <https://ttm.open.media/sessions/254414/truckee-tahoe-airport-board-sept-28-2022?category=458> and
103 go to minute mark 51:01 of the recording.

104 **PUBLIC COMMENT:**

105 Mr. Tom Meadows, Truckee resident, made a public comment regarding hanger row replacements and
106 the community hangar being removed from the budget.

107 **ANNUAL AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP) REVIEW (TAB 11)**

108 Mr. Etnyre reviewed the ACIP list of projects, specifically the projects assigned to years 2023-2024. Mr.
109 Etnyre noted the final list will be reviewed and approved by the Board of Directors at the regular October
110 Board meeting and then submitted to the FAA. Directors posed questions, discussed, and provided
111 feedback to staff on the ACIP list of projects.

112 **PUBLIC COMMENT:** None.

113 **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 12)**

- 114
 - ACT Board of Directors Attendance

115 Mr. Etnyre stated that the October ACT Meeting topic will be on the Skillbridge Internship program with
116 the Department of the Defense. No Board of Directors indicated if they would or wouldn't attend the
117 October ACT meeting.

118 **PUBLIC COMMENT:** None.

119 **GENERAL MANAGERS REPORT (TAB 13)**

120 Directors posed questions, discussed, and provided feedback to staff on the General Manager's report.
121 Discussion ensued regarding the Truckee Donner Chamber Awards not holding their event next year in an
122 executive hangar per the District Staff's request, and why that is, and status of TART Bus yard relocation
123 ideas.

124 **PUBLIC COMMENT:** None.

125 **FUTURE AGENDA PRIORITIES AND MEETING MANAGEMENT (TAB 13)**

126 Mr. Etnyre reviewed the Rolling Agenda, specifically agenda items slated for the Board meetings in
127 October.

128 **PUBLIC COMMENT:** None.

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

130 Mr. Etnyre reviewed his attendance at the 2022 ACA Annual Conference in South Lake Tahoe, CA.

131 **MEETING REVIEW AND STAFF DIRECTION**

132 This section is intended to capture other items not included in formal motions or agreement by consensus
133 documented in the minutes. Mr. Etnyre noted that staff will refine the budget per the direction received
134 by the Board earlier in the evening, and to request the Airshow Committee to return to the October Board
135 meeting with a full detailed budget presentation for the 2023 Airshow and Family Festival.

136 **PUBLIC COMMENT:** None.

137 **BOARD ANNOUNCEMENTS:**

138 Director Hetherington requested staff look further into the details and requirements of forming a local
139 CSDA chapter. Mr. Etnyre noted that staff can put that on their project list starting in January 2023.

140 **ADJOURN**

141 **PUBLIC COMMENT:** None

142 **MOTION #4 SEPTEMBER 28, 2022:** Director Hetherington motioned adjourn the meeting. Director
143 Stephens seconded the motion. President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes.
144 Director O'Dette, yes. Director Hetherington, yes. The motion passed via roll call vote.

145 At 7:28 PM the September 28, 2022, regular meeting of the Truckee Tahoe Airport Board of Directors
146 adjourned.

147 **THIS SET OF MINUTES IS A CONDENSED VERSION OF THE SEPTEMBER 28, 2022, REGULAR BOARD**
148 **MEETING. TO WATCH THE MEETING IN ITS ENTIRTY:** <https://ttm.open.media/sessions/254414/truckee-tahoe-airport-board-sept-28-2022?category=458>
149