

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, November 30, 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: 1**

17 **PUBLIC COMMENT:**

18 **CLOSED SESSION**

- 19 • GENERAL MANAGER’S QUARTERLY PERFORMANCE REVIEW
- 20 • CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - 21 ○ Property: 10356 Truckee Airport Road, Truckee, CA 96161
 - 22 ○ Agency Negotiator: Robb Etnyre
 - 23 ○ Negotiating Parties:
 - 24 ▪ Truckee Tahoe Soaring Association
 - 25 ▪ Skydive Lake Tahoe
 - 26 ○ Under Negotiation: Rent and Terms of Rent
- 27 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - 28 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
 - 29 ○ Name of case: Skydive Truckee Tahoe, Inc., FAA Part 13 Complaint

30 **ADJOURN OUT OF CLOSED SESSION: 4:00 PM**

31 President Rohlf noted that there was no reportable action.

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

33 **VISITORS PRESENT: 10**

34 **SPECIAL ORDERS OF BUSINESS:**

- 35 • Adopt Resolution 2022-11 Authorizing Remote Public Meetings in Accordance with AB361 (TAB
36 01)

37 **PUBLIC COMMENT:** None

38 **MOTION #1 NOVEMBER 30, 2022:** Director Diamond motioned to approve Resolution 2022-11
39 Authorizing Remote Public Meetings and to waive the reading. Director O’Dette seconded the motion.
40 President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes. Director Hetherington, yes.
41 Director O’Dette, yes. The motion passed via roll call vote.

42 • Review AB 2449 Brown Act Teleconferencing Rules Update by BBK (Tab 02)
43 District Counsel Nelson reviewed a memo drafted by BBK which provided updated Brown Act
44 Teleconferencing guidance in accordance with AB 2449.

45 **PUBLIC COMMENT:** None

46 • Special “Thank You” to Tahoe/Truckee Local Candidates (TAB 03)
47 President Rohlf reviewed a “Thank You” poster organized by Ms. Sarah Coolidge to Local Candidates of
48 the 2022 election signed by community members.

49 **MODIFICATION OF AGENDA:** None.

50 **SPEAK YOUR PEACE (TAB 04)**

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

52 **PUBLIC COMMENT:** None.

53 **CONSENT ITEMS**

- 54 • Minutes: October 26, 2022, Regular Meeting ----- TAB 05
- 55 • Monthly Service Bills and Fees – October 2022 ----- TAB 06
- 56 • Board Policy Instruction – Finance Policies Update (PI 300’s) ----- TAB 07
- 57 • Tahoe City Cross Country Lodge Project – Grant Deadline Extension Request ----- TAB 08
- 58 • Mountain Area Preservation – Grant Deadline Extension Request ----- TAB 09
- 59 • Midwest ATC – Contract Amendment – Weather Reporting Services ----- TAB 10

60 Vice President Diamond requested to pull Tab 07 – Board Policy Instructions – Finance Policies Update (PI
61 300’s).

62 **PUBLIC COMMENT:** None

63 **MOTION #2 NOVEMBER 30, 2022:** Director Hetherington motioned to approve the Consent Items: Tab
64 Items 05-06 and 08-10. Director Stephens seconded the motion. President Rohlf, yes. Vice President
65 Diamond, yes. Director Stephens, yes. Director Hetherington, yes. Director O’Dette, yes. The motion
66 passed via roll call vote.

67 Vice President Diamond reviewed his comments specifically related to Draft Policy Instruction 310 -
68 Marketing the District. Vice President Diamond requested Policy Instruction 310 – Marketing the District
69 be dissolved. Mr. Etnyre noted his support in dissolving Policy Instruction 310 as the Board will participate
70 in developing a Strategic Plan for the District in 2023. Within the strategic planning workshops, the Board
71 can discuss and address appropriate marketing strategies for the District.

72 **PUBLIC COMMENT:** None

73 **MOTION #3 NOVEMBER 30, 2022:** Vice President Diamond motioned to approve Policy Instructions 303,
74 304, 305, 306 and 307 and to dissolve Policy Instructions 301, 310 and 316. Director Hetherington
75 seconded the motion. President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes. Director
76 Hetherington, yes. Director O’Dette, yes. The motion passed via roll call vote.

77 **TRUCKEE FIRE DISTRICT TRAINING FACILITY (TAB 11)**

78 Chief McKechnie and Operations Chief Parker, both with the Truckee Fire Protection District, reviewed
79 the concept of a Regional Fire Training Facility and provided a presentation of the concept for the Board
80 of Directors. The Board of Directors reviewed their questions and comments on the agenda item.
81 Discussion ensued regarding potential regional partners, potential site locations of the training facility,

82 what ways the airport can partner (via land, prop purchasing, etc.), revenue opportunities the facility
83 could have, vocational opportunities with Sierra College and TTUSD, and potential environmental impacts
84 of the training facility. There was Board consensus to have Mr. Etnyre work with the Truckee Fire
85 Protection District to explore if the Truckee Tahoe Airport District can be a potential partner of the Fire
86 Training Facility.

87 **PUBLIC COMMENT:** None.

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

- 89 • Truckee Tahoe Workforce Housing JPA - Update

90 Ms. Emily Vitas gave a Truckee Tahoe Workforce Housing JPA Update, as well as an update on the Draft
91 Strategic Plan which was reviewed for the Board. There was consensus from the Board for the JPA to
92 review the Airport's properties located within the D zone to see if they could be compatible sites for
93 housing. Ms. Vitas also gave an update on the Mountain Housing Council's "Housing Hub".

- 94 • Master Plan

95 Mr. Etnyre noted that staff will have more substantial feedback to present at the regular January Board
96 meeting.

- 97 • Hangar Use Ad Hoc Committee

98 No Discussion ensued.

- 99 • Climate Transformation Alliance (CTA)

100 Mr. Etnyre provided an update as to what will be discussed at the next quarterly CTA meeting.

- 101 • ACT Board of Directors Attendance

102 Mr. Etnyre noted that there would not be a December ACT Meeting.

103 **PUBLIC COMMENT:** None.

104 **GENERAL MANAGERS REPORT (TAB 12)**

105 Mr. Etnyre reviewed item 8 within his General Managers report, specifically how public comment is
106 drafted in the District's monthly Board meeting minutes.

107 There was a request from Director Diamond to include a quarterly report on the District's Pilot Group.

108 Ms. Woo reviewed the District's Monthly Financial Report.

109 **PUBLIC COMMENT:** None.

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

111 Mr. Etnyre reviewed the Rolling Agenda, specifically agenda items slated for the January 25, 2023, Board
112 meeting, and special workshops slated for the formulation of a Strategic Plan.

113 **PUBLIC COMMENT:** None.

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

115 Director Stephens noted that he will be attending AAEE's Aviation Issues Conference in January. Ms. Woo
116 and Ms. Tapia reviewed their time spent at the CalPERS Education Forum.

117 **PUBLIC COMMENT:** None.

118 **SELECTION OF BOARD PRESIDENT AND VICE PRESIDENT (TAB 15)**

119 **PUBLIC COMMENT:** None.

120 **MOTION #4 NOVEMBER 30, 2022:** Director Stephens motioned to appoint President Rohlf as Interim
121 Board President until the January 25, 2023, regular Board meeting. Director Diamond seconded the
122 motion. President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes. Director Hetherington,
123 yes. Director O’Dette, yes. The motion passed via roll call vote.

124 **PUBLIC COMMENT:** None.

125 **MOTION #5 NOVEMBER 30, 2022:** Director Hetherington motioned to appoint Vice President Diamond
126 as Interim Vice President until the January 25, 2023, regular Board meeting. There was not a second.
127 Motion failed.

128 **PUBLIC COMMENT:** None.

129 **MOTION #5 NOVEMBER 30, 2022:** Vice President Diamond motioned to appoint Director Hetherington
130 as Interim Vice President until the January 25, 2023, regular Board meeting. There was not a second.
131 Motion failed.

132 **PUBLIC COMMENT:** None.

133 **MOTION #5 NOVEMBER 30, 2022:** Director Stephens motioned to appoint Director O’Dette as Interim
134 Vice President until the January 25, 2023, regular Board meeting. President Rohlf seconded the motion.
135 President Rohlf, yes. Vice President Diamond, yes. Director Stephens, yes. Director Hetherington, yes.
136 Director O’Dette, yes. The motion passed via roll call vote.

137 **BOARD ANNOUNCEMENTS:**

138 Director Stephens noted that he will not be seeking re-election in 2024.

139 **ADJOURN**

140 **PUBLIC COMMENT:** None

141 **MOTION #6 NOVEMBER 30, 2022:** Director Hetherington motioned to adjourn the November 30, 2022,
142 Regular meeting. Director Stephens seconded the motion. President Rohlf, yes. Vice President Diamond,
143 yes. Director Stephens, yes. Director Hetherington, yes. Director O’Dette, yes. The motion passed via roll
144 call vote.

145 At 6:10 PM the November 30, 2022, regular meeting of the Truckee Tahoe Airport Board of Directors
146 adjourned.

147 **THIS SET OF MINUTES IS A CONDENSED VERSION OF THE NOVEMBER 30, 2022, REGULAR BOARD**
148 **MEETING. TO WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/258002/truckee-](https://ttm.open.media/sessions/258002/truckee-tahoe-airport-board-november-30-2022?category=458)
149 [tahoe-airport-board-november-30-2022?category=458](https://ttm.open.media/sessions/258002/truckee-tahoe-airport-board-november-30-2022?category=458)