

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, March 22, 2023, Truckee Tahoe Airport District Community Room A &
3 B, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California as well as live stream.

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

5 **PLEDGE OF ALLEGIANCE**

6 **DIRECTORS PRESENT:** President Kathryn Rohlf
7 Director Rick Stephens
8 Director Mary Hetherington
9 Director David Diamond

10 **DIRECTORS ABSENT:** Vice President Teresa O’Dette

11 **STAFF PRESENT:** Mr. Robb Etnyre, General Manager
12 Mr. Jeff Menasco, Director of Aviation
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 Mr. Larry Suter made a public comment on TTSA’s Closed Session item.
19 Ms. Asha Wallace made a public comment on TTSA's Closed Session item.
20 Mr. Preston Perrish made a public comment on TTSA's Closed Session item.
21 Ms. Karol Hines made a public comment on TTSA's Closed Session item.
22 Mr. Richard Pearl made a public comment on TTSA's Closed Session item.
23 Mr. Mike Mayo made a public comment on TTSA's Closed Session item.
24 Mr. Kurt (last name not stated) made a public comment on TTSA's Closed Session item.
25 Mr. Dennis (last name not stated) made a public on TTSA’s Closed Session item.
26 Mr. Alex (last name not stated) made a public on TTSA's Closed Session item.

27 **CLOSED SESSION**

- 28 • CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - 29 ○ Property: 10356 Truckee Airport Road, Truckee, CA 96161
 - 30 ○ Agency Negotiator: Robb Etnyre
 - 31 ○ Negotiating Parties:
 - 32 ■ Truckee Tahoe Soaring Association
 - 33 ■ Skydive Lake Tahoe
 - 34 ○ Under Negotiation: Rent and Terms of Rent
- 35 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - 36 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
 - 37 ○ Name of case: Skydive Truckee Tahoe, Inc., FAA Part 13 Complaint

38 **ADJOURN OUT OF CLOSED SESSION: 4:15 PM**

39 President Rohlf noted that there was no reportable action.

40 **OPEN SESSION CALL TO ORDER:** 4:31 pm

41 **VISITORS PRESENT:** 20

42 **SPECIAL ORDERS OF BUSINESS:** None

43 **MODIFICATION OF AGENDA:** None.

44 **PUBLIC COMMENT:**

45 Ms. Debbie Cohen made a public comment on STEM Programs and youth aviation experiences.

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

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

48 **PUBLIC COMMENT:** None.

49 **CONSENT ITEMS**

- 50 • Minutes: February 22, 2023, Regular Meeting ----- TAB 02
- 51 • Monthly Service Bills and Fees – February 2023 ----- TAB 03
- 52 • Annual Reporting of Reimbursements and Disclosure Report ----- TAB 04
- 53 • Policy Instruction 204 – Conflict of Interest Code ----- TAB 05
- 54 • 2021 Agency Partnership TTCF Final Evaluations ----- TAB 06

55 **PUBLIC COMMENT:** None

56 **MOTION #1 MARCH 22, 2023:** Director Stephens motioned to approve the Consent Items: Tab Items 02-
57 06. Director Hetherington seconded the motion. President Rohlf, yes. Director Stephens, yes. Director
58 Hetherington, yes. Director Diamond, yes. Vice President O’Dette, absent. The motion passed via roll call
59 vote.

60 **POLICY INSTRUCTION 311 – COMMUNITY SPONSORSHIPS AND PARTNERSHIPS UPDATE (TAB 07)**

61 Mr. Robb Etnyre reviewed the Staff Report and redlined Policy Instruction 311 - Community Sponsorships
62 and Partnerships for the Board of Directors and general public. The Board of Directors reviewed their
63 questions and comments. Discussion ensued regarding the new process regarding community
64 sponsorships, concerns regarding the scope of the policy being defined enough, the policy being too
65 “stringent”, additional legal clarification of what “public purpose” means, should the Board “completely
66 rethink” the policy instruction. Ms. Phyllis McConn, Tahoe Truckee Community Foundation, shared her
67 questions and comments on the latest Policy update. Discussion ensued again regarding the new approval
68 process of Community Sponsorships.

69 **PUBLIC COMMENT:** Mr. Tom Meadows made a public comment on the Policy Instruction 311 Community
70 Sponsorship and Partnership update.

71 **MOTION #2 MARCH 22, 2023:** Director Stephens motioned to approve the edited changes and format
72 updates to Policy Instruction 311 – Community Sponsorships and Agency Partnerships as recommended
73 by Truckee Tahoe Airport Staff, TTAD Legal, and the Tahoe Truckee Community Foundation presented in
74 the report with “Natural Resource Management” added to the legal requirements section of the policy
75 instruction. Director Diamond seconded the motion. President Rohlf, yes. Director Stephens, yes. Director
76 Hetherington, yes. Director Diamond, yes. Vice President O’Dette, absent. The motion passed via roll call
77 vote.

78 **RUNWAY FEASIBILITY STUDY UPDATE AND ADDITIONAL ANALYSIS RE-SCOPE REQUEST (TAB 08)**

79 Mr. Jeff Menasco reviewed Staff's and Mead & Hunt's recommended action to finalize TTAD Runway
80 Feasibility Study: Select one alternative as the primary alternative and clearly state as such in the study,
81 and if Runway 16/34 is chosen as the primary alternative, the Board decide on contracting additional noise
82 analysis. The Board of Directors reviewed their questions and comments to Mr. Brad Musinski, with Mead
83 & Hunt. Discussion ensued regarding the additional "future year" noise analysis and it's benefit to the
84 feasibility study, peak season noise analysis being of no benefit to the FAA, potential outreach campaigns
85 to modify runway selection by pilots, the benefit of seeing the feasibility study to the end to know if it's
86 an alternative that would be accepted by the FAA or not, what items would be packaged in the submission
87 to the FAA, and the simultaneous timelines articulated by Director Hetherington, and Mead & Hunt's
88 recommendation as to which noise analysis to include in the Feasibility Study Package to the FAA.

89 **PUBLIC COMMENT:** None.

90 **MOTION #3 MARCH 22, 2023:** Director Diamond motioned I move to submit the Runway Analysis for
91 Alternate 1 to the FAA with the "Annual Forecast" add-on study and continue a decision on runway
92 alternative selection for a period of 14 months, during which time the District will create, deploy and
93 measure outreach campaigns intended to modify runway selection by pilots. Director Stephens seconded
94 the motion. President Rohlf, yes. Director Stephens, yes. Director Hetherington, yes. Director Diamond,
95 yes. Vice President O'Dette, absent. The motion passed via roll call vote.

96 Director Stephens left meeting at 6:30 PM.

97 **BREAK:** 6:30 PM – 6:42 PM

98 **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 09)**

- 99 • Truckee Tahoe Workforce Housing Joint Powers Authority

100 Ms. Emily Vitas reviewed the newly approved operational fee which will be applied to all member agencies
101 for the Board of Directors.

- 102 • ACT Board of Directors Attendance

103 Mr. Etnyre noted that the April's ACT Meeting's topic will be Winter Weather Impacts on TTAD Facilities.
104 The following Board of Directors will be in attendance: Director Diamond and President Rohlf

105 **PUBLIC COMMENT:** None.

106 **GENERAL MANAGERS REPORT (TAB 10)**

107 Discussion ensued regarding asset protection over service offerings, and potential services that the
108 District could have on contract (on call) to help the O&M Department during extenuating circumstances
109 (emergency conditions, heavy weather, etc.).

110 The Board reviewed their questions and comments for the Monthly Operations and Comment report.

111 The Board reviewed their question and comments on the Monthly Financial Report.

112 **PUBLIC COMMENT:** None.

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

114 Director Hetherington noted her desire to attend the UC Davis Noise and Environmental Symposium in
115 May of 2023.

116 **PUBLIC COMMENT:** None.

117 **MEETING REVIEW AND DIRECTION TO STAFF**

118 Mr. Etnyre noted that staff did not receive direction beyond the items that were approved by motion this
119 evening.

120 **BOARD ANNOUNCEMENTS:** None.

121 **ADJOURN**

122 **PUBLIC COMMENT:** None

123 **MOTION #4 MARCH 22, 2023:** Director Hetherington motioned to adjourn the March 22, 2023, Regular
124 meeting. Director Diamond seconded the motion Director Hetherington seconded the motion. President
125 Rohlf, yes. Director Hetherington, yes. Director Diamond, yes. Director Stephens, absent. Vice President
126 O’Dette, absent. The motion passed via roll call vote.

127 At 6:56 PM the March 22, 2023, regular meeting of the Truckee Tahoe Airport Board of Directors
128 adjourned.

129 **THIS SET OF MINUTES IS A CONDENSED VERSION OF THE MARCH 22, 2023, REGULAR BOARD MEETING.**
130 **TO WATCH THE MEETING IN ITS ENTIRTY:** [https://tm.open.media/sessions/264950/truckee-tahoe-](https://tm.open.media/sessions/264950/truckee-tahoe-airport-board-march-22-2023?category=458)
131 [airport-board-march-22-2023?category=458](https://tm.open.media/sessions/264950/truckee-tahoe-airport-board-march-22-2023?category=458)