

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 special meeting held Wednesday, May 23, 2023, Truckee Tahoe Airport District, located at 10356 Truckee
3 Airport Road, Truckee, California 96161.

4 **CALL MEETING TO ORDER:** 9:01 AM

5 **PLEDGE OF ALLEGIANCE**

6 **DIRECTORS PRESENT:** President Kathryn Rohlf
7 Vice President Teresa O’Dette
8 Director Rick Stephens
9 Director Mary Hetherington
10 Director David Diamond

11
12 **STAFF PRESENT:** Mr. Robb Etnyre, General Manager
13 Mr. Jeffrey Menasco, Director of Aviation
14 Ms. Kelly Woo, Director of Finance and Administration
15 Mr. Dave Hoffman, Director of Operations and Maintenance
16 Ms. Lauren Tapia, HR Manager/District Clerk

17 **CONSULTANTS:** Ms. Seana Doherty, Agnew::Beck
18 Ms. Abigail Morgan, Agnew::Beck

19 **VISITORS PRESENT:** None.

20 **PUBLIC COMMENT:** None.

21 **SPECIAL ORDERS OF BUSINESS:** None.

22 **MODIFICATION OF AGENDA:** None.

23 **TRUCKEE TAHOE AIRPORT DISTRICT STRATEGIC PLAN WORKSHOP #2**

24 **1. WELCOME + GROUNDING**

- 25 1- Opening Remarks
- 26 2- Agreements reminder
- 27 3- Agenda review and Workshop purpose

28 **2. WHERE ARE WE IN THE STRATEGIC PLANNING PROCESS**

- 29 1- Highlights from the past six months of planning work
- 30 2- Updated Strategic Framework

31 **3. BREAK – 10:40 AM – 10:51 AM**

32 **4. DRAFT STRATEGIC PLAN REVIEW + INPUT**

- 33 1- Focus: Goals under each strategic focus area and strategies

34 **5. LUNCH – 12:30 PM – 1:00 PM**

35 **6. DRAFT STRATEGIC PLAN REVIEW + INPUT CONTINUED**

- 36 1- Focus: Prioritization, roles, and responsibilities
- 37 2- Discussion: Do we have the staff and funding to implement the Plan? Do we
38 need to adjust our timelines, expectations, or budget to do so?

39 **7. CLOSE + NEXT STEPS**

- 40 1- Next steps with development of strategic plan
- 41 2- What needs to be in place for the plan to be successful? What are the barriers?
- 42 3- Session feedback and evaluation

43 Director Stephens left meeting at 1:58 PM

44 Ms. Doherty noted that a final draft document will be ready in June for the Board to review, with
45 final approval desired to take place at the July 26, 2023, Regular Board meeting.

46 **BOARD ANNOUNCEMENTS:** None.

47 **ADJOURN**

48 **PUBLIC COMMENT:** None

49 At 2:28 PM the May 23, 2023, special meeting of the Truckee Tahoe Airport Board of Directors adjourned.