

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, May 24, 2023, Truckee Tahoe Airport District Community Room A & B,
3 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 Vice President Teresa O’Dette
8 Director Rick Stephens
9 Director Mary Hetherington
10 Director David Diamond

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 Mr. David Van Quest, Pilot and Passenger Outreach Coordinator
16 Ms. Lauren Tapia, HR Manager/District Clerk

17 **VISITORS PRESENT: 0**

18 **PUBLIC COMMENT:**

19 **CLOSED SESSION**

- 20 ● CONFERENCE WITH LABOR NEGOTIATORS
 - 21 ○ Agency designated representatives: President Kathryn Rohlf
 - 22 ○ Unrepresented employee: General Manager
- 23 ● CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - 24 ○ Property: 10356 Truckee Airport Road, Truckee, CA 96161
 - 25 ○ Agency Negotiator: Robb Etnyre
 - 26 ○ Negotiating Parties:
 - 27 ■ Truckee Tahoe Soaring Association
 - 28 ■ Skydive Lake Tahoe
 - 29 ○ Under Negotiation: Rent and Terms of Rent
- 30 ● CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - 31 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
 - 32 ○ Name of case: Skydive Truckee Tahoe, Inc., FAA Part 13 Complaint

33 **ADJOURN OUT OF CLOSED SESSION: 4:10 PM**

34 President Rolf noted that there was no reportable action.

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

36 **VISITORS PRESENT: 23**

37 **SPECIAL ORDERS OF BUSINESS:**

38 President Rohlf recognized Mountain Lion Aviation and their recent partnership with the Tahoe Fund. Mr.
39 Chris Barbera, CEO and COO of Mountain Lion Aviation, thanked the Tahoe Fund and Ms. Amy Berry for
40 partnering with them and highlighted their carbon mitigation programs.

41 **MODIFICATION OF AGENDA:**

42 Director Diamond noted a potential conflict of interest of being a hangar tenant and his ability to
43 participate in the discussion of agenda items 6 (Fly Quiet and Safety Policy) and 7 (Hangar Revitalization
44 Plan). The potential conflict of interest has been requested to be reviewed by the California Fair Political
45 Practice Commission (FPPC). Director Diamond requested that agenda items 6 and 7 be reviewed in July.
46 There was Board consensus to accept Director Diamonds modification of agenda request.

47 **PUBLIC COMMENT:**

48 Mr. Don Burnette made a public comment regarding annual tie down agreements.

49 Mr. Mike Mayo made a public comment regarding Director Diamond being able to participate in Hangar
50 Policy discussions.

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

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

53 **PUBLIC COMMENT:** None.

54 **CONSENT ITEMS**

- 55 • Minutes: April 26, 2023, Regular Meeting ----- TAB 03
- 56 • Monthly Service Bills and Fees – April 2023 ----- TAB 04
- 57 • Annual ARFF Report – Truckee Fire Protection District ----- TAB 05

58 **PUBLIC COMMENT:** None

59 **MOTION #1 MAY 24, 2023:** Director Diamond motioned to approve the Consent Items: Tab Items 02-05.
60 Director Hetherington seconded the motion. President Rohlf, yes. Vice President O’Dette, yes. Director
61 Stephens, yes. Director Hetherington, yes. Director Diamond, yes. The motion passed via roll call vote.

62 **TOWN OF TRUCKEE – 2040 GENERAL PLAN UPDATE – MS. JEN CALLOWAY**

63 Director Diamond noted that he has a paid contract with the Town of Truckee to perform marketing
64 duties, which may include marketing the Town of Truckee’s General Plan.

65 Ms. Jen Calloway, Town Manager of the Town of Truckee, reviewed the 2040 General Plan PowerPoint
66 for the Board of Directors and the public. The Board of Directors reviewed their questions and comments
67 on the presentation item. Discussion ensued regarding size requirements of potential receiver sites,
68 timing of the river revitalization project, potential incentives that might be offered to businesses located
69 on west river street, and west river street committee development. The Board of Directors thanked Ms.
70 Calloway for her presentation.

71 **PUBLIC COMMENT:** None.

72 **2023 AIRSHOW AND FAMILY FESTIVAL PREVIEW**

73 Mr. David Love, representing the 2023 Airshow and Family Festival Committee, reviewed the 2023
74 Airshow and Family Festival Preview presentation for the Board of Directors and public. The Board of
75 Directors reviewed their questions and comments on the presentation item. The Board of Directors
76 thanked Mr. Love for his presentation.

77 **PUBLIC COMMENT:**

78 Mr. Mike Mayo made a public comment on the 2023 Airshow and Family Festival.

79 **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 13)**

- 80 • Truckee Tahoe Workforce Housing Joint Powers Authority

81 Ms. Lauren Tapia gave a monthly update on the Truckee Tahoe Workforce Housing JPA.

- 82 • ACT Board of Directors Attendance

83 Mr. Etnyre noted that the May's ACT Meeting's topic will be on summer peak period operations. The
84 following Board of Directors will be in attendance: Director Diamond and President Rohlf or Director
85 Hetherington.

86 **PUBLIC COMMENT:** None.

87 **GENERAL MANAGERS REPORT (TAB 14)**

88 Mr. Etnyre thanked the Board of Directors for the significant amount of time and effort they put into the
89 Strategic Planning workshops. Staff believes the final draft version of the Strategic Plan will be brought to
90 the Board for final approval at the regular July Board meeting.

91 Mr. Jeff Menasco reviewed the monthly Aviation and Community Services Report. The Board of Directors
92 reviewed their questions and comments on the Aviation and Community Services Report. Discussion
93 ensued regarding the Operations and Comment Report, ATC Infographic, and Winter Peak Period Runway
94 Utilization report.

95 **PUBLIC COMMENT:**

96 Mr. Chris Barbera made a public comment regarding Runway 11 departure operations.

97 Mr. Mike Mayo made a public comment regarding Runway 20 departure operations.

98 Ms. Kelly Woo reviewed the monthly Financial Report. Ms. Woo also gave a preview of the Annual
99 Employee COLA and Budget Review Timeline. There were no questions or comments made by the Board
100 of Directors. Director Hetherington requested an alternative meeting date for the Board Workshop, which
101 is currently scheduled for August 23, 2023, as she will be out of town. Staff indicated that a Doodle will be
102 sent to the Board to seek an alternative date where all five (5) Board members are available.

103 **PUBLIC COMMENT:** None.

104 **FUTURE AGENDA PRIORITIES AND MEETING MANAGEMENT (TAB 15)**

105 The Rolling Agenda was reviewed by the Board of Directors. The Board requested staff to add an opinion
106 letter for the FAA Public Comment on Noise Policy Review to the June Agenda. Staff will also bring further
107 information regarding a NOMS system, which was outlined in the UC Davis Noise Symposium report
108 provided by Mr. Menasco and Director Hetherington.

109 **PUBLIC COMMENT:**

110 Mr. Mike Mayo made a public comment in support of the Board drafting an opinion letter to the FAA.

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

112 Director Hetherington and Mr. Menasco attended the UC Davis Noise Symposium held May 1 – 3, 2023.
113 A full report was attached as a Tab Item.

114 **PUBLIC COMMENT:** None.

115 **MEETING REVIEW AND DIRECTION TO STAFF**

116 Mr. Etnyre noted the only items on his list are the carryover items for next month.

117 **BOARD ANNOUNCEMENTS:** None.

118 **ADJOURN**

119 **PUBLIC COMMENT:** None

120 **MOTION #2 MAY 24, 2023:** Director Stephens motioned to adjourn the May 24, 2023, Regular meeting.
121 Director Diamond seconded the motion. President Rohlf, yes. Vice President O’Dette, yes. Director
122 Hetherington, yes. Director Diamond, yes. Director Stephens, Yes. The motion passed via roll call vote.

123 At 6:05 PM the May 24, 2023, regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

124 **THIS SET OF MINUTES IS A CONDENSED VERSION OF MAY 24, 2023, REGULAR BOARD MEETING. TO**
125 **WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/271253/truckee-tahoe-airport-](https://ttm.open.media/sessions/271253/truckee-tahoe-airport-board-may-24-2023?category=458)
126 [board-may-24-2023?category=458](https://ttm.open.media/sessions/271253/truckee-tahoe-airport-board-may-24-2023?category=458)