

The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular meeting held Wednesday, July 26, 2023, Truckee Tahoe Airport District Community Room A & B, located at the Truckee Airport, 10356 Truckee Airport Road, Truckee, California as well as live stream.

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

**PLEDGE OF ALLEGIANCE**

**DIRECTORS PRESENT:** President Kathryn Rohlf  
Vice President Teresa O’Dette  
Director Rick Stephens  
Director Mary Hetherington  
Director David Diamond (via Teleconference, attended closed session, arrived to open session at 5:30 PM)

**STAFF PRESENT:** Mr. Robb Etnyre, General Manager  
Mr. Jeff Menasco, Director of Aviation  
Ms. Kelly Woo, Director of Finance & Administration  
Mr. Josh Nelson, District Legal Counsel  
Ms. Lauren Tapia, HR Manager/District Clerk

**VISITORS PRESENT:** 0

**PUBLIC COMMENT:** None

**CLOSED SESSION**

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

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

President Rolf noted that there was no reportable action.

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

**VISITORS PRESENT:** 13

**SPECIAL ORDERS OF BUSINESS:** None.

**PUBLIC COMMENT:**

Mr. Collin Robinson, Truckee resident, made a public comment on Rocker Memorial Skate Park applying for a TTAD Agency Partnership grant.

**MODIFICATION OF AGENDA:**

President Rohlf requested to move Agenda Items 9 and 10 (Fly Quiet and Safety Policy and the Hangar Revitalization Plan) to the regular August Board meeting agenda. There was Board consensus to accept President Rohlf’s agenda modification request.

**SPEAK YOUR PEACE (TAB 02)**

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

**PUBLIC COMMENT:** None.

**CONSENT ITEMS**

- Minutes: June 28, 2023, Regular Meeting ----- TAB 02
- Minutes: July 11, 2023, Special Meeting ----- TAB 03
- Monthly Service Bills and Fees – June 2023 ----- TAB 04
- Federal Registry Response Letter – Civil Aviation Noise Policy ----- TAB 05
- Annual Airport Capital Improvement (ACIP) Approval ----- TAB 06
- Budget Workshop Dates – Rescheduling of Timeline ----- TAB 07

**PUBLIC COMMENT:** None

**MOTION #1 JULY 26, 2023:** Director Stephens motioned to approve the Consent Items: Tab Items 02-07 as presented. Director O’Dette seconded the motion. President Rohlf, yes. Vice President O’Dette, yes. Director Stephens, yes. Director Hetherington, yes. The motion passed via roll call vote.

**TRUCKEE TAHOE AIRPORT DISTRICT – STRATEGIC PLAN (TAB 08)**

Ms. Seana Doherty, Agnew::Beck, provided a Strategic Plan review presentation, which provided a timeline of the entire strategic planning process as well as outlining each section of the draft Strategic Plan for the Board of Directors. The Board of Directors reviewed their questions and comments on the draft Strategic Plan. To listen to each Board Member’s comments please go to the [25:54](#) mark of the video recording.

**PUBLIC COMMENT:**

Mr. Mike Mayo made a public comment on the Draft Strategic Plan.

There was consensus from the board to have the Strategic Plan’s opening letter to be signed by all members of the Board, to have the “About” and “Governance” paragraph be redrafted by District staff, and to bring back a final draft Strategic Plan for Board approval at the regular August board meeting.

**ADMINISTRATIVE LAND PURCHASE OPPORTUNITY – USFS – 32 ACRES (TAB 09)**

Mr. Etnyre reviewed the agenda item’s staff report, which recommends the Board approve the submittal of an application of intent to purchase the Tahoe National Forest 32 Acre vacant land parcel, which is within the Truckee Tahoe Airport inner approach/departure zone (B-1). The Board of Directors reviewed their questions and comments on the agenda item. Discussion ensued regarding the zoning of the parcel, the type of recreational use the parcel provides to the Olympic Heights, how the Forest Service is exempt from the California Surplus Land process/requirements, and the public process of the disposal of the 32-acre parcel.

**PUBLIC COMMENT:**

Mr. Mike Mayo made a public comment on the Administrative Land Purchase Opportunity.

**MOTION #2 JULY 26, 2023:** Director Hetherington motioned to approve the notice of intent to purchase approximately 32 acres of vacant Tahoe National Forest land as identified in the letter of July 6, 2023,

from the Tahoe National Forest Supervisor. Director O’Dette seconded the motion. President Rohlf, yes. Vice President O’Dette, yes. Director Stephens, yes. Director Hetherington, yes. Director Diamond, yes. The motion passed via roll call vote.

**BREAK:** 5:55 PM – 6:02 PM

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

- Truckee Tahoe Workforce Housing Joint Powers Authority

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

- ACT Board of Directors Attendance

Mr. Etnyre noted that August’s ACT Meeting’s topic will be on TTAD’s Draft Strategic Plan. Director Hetherington noted that she will try to attend the August ACT Meeting.

**PUBLIC COMMENT:** None.

**GENERAL MANAGERS REPORT (TAB 13)**

Mr. Etnyre noted that Runway 02/20 is closed for reconstruction. The District has been notified that the FAA will be conducting a land use compliance audit; an in person inspection will take place August 23<sup>rd</sup> and 24<sup>th</sup>. The existing agreement with TART transportation programs has expired, discussion will take place with Placer County and the Town of Truckee regarding possible new agreements. And work continues to transition the District’s long term parking to a mobile payment system.

There was board discussion if there was interest in discussing the merits of Red Truck’s pending application with Nevada County to serve beer and wine and if there could be a potential safety issue amongst transient pilots at a Special Meeting. There was no Board consensus to hold a Special Board meeting to discuss Red Truck’s pending application with Nevada County to serve beer and wine.

**PUBLIC COMMENT:**

Mr. Tal Fletcher, Truckee resident, made a public comment on Red Truck’s pending Beer and Wine application.

Mr. Mike Mayo, Truckee resident, made a public comment on Red Truck’s pending Beer and Wine application.

Mr. Jeff Menasco reviewed the quarterly Aviation and Community Services Report as well as an Airshow Bandwango recap.

Ms. Kelly Woo reviewed the quarterly Financial Report and Hangar CPI Adjustment timeline.

**FUTURE AGENDA PRIORITIES AND MEETING MANAGEMENT (TAB 14)**

The Rolling Agenda was reviewed by the Board of Directors.

**PUBLIC COMMENT:** None.

**STAFF AND BOARD MEMBER CONFERENCE ATTENDANCE REPORTS**

None to report.

**PUBLIC COMMENT:** None.

**MEETING REVIEW AND DIRECTION TO STAFF (TAB 24)**

Mr. Etnyre noted that staff will apply the edits that had a consensus from the Board to the Strategic Plan, add a special board meeting on August 24, 2023, to hold a debriefing after the FAA Land Use Inspection, and shifting tonight's agenda items 9 and 10 to the August Board meeting.

**BOARD ANNOUNCEMENTS:** None.

**ADJOURN**

**PUBLIC COMMENT:** None

**MOTION #3 JULY 26, 2023:** Director Stephens motioned to adjourn the July 26, 2023, Regular meeting. Director O'Dette seconded the motion. President Rohlf, yes. Vice President O'Dette, yes. Director Hetherington, yes. Director Diamond, yes. Director Stephens, Yes. The motion passed via roll call vote.

At 6:41 PM the July 26, 2023, regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

**THIS SET OF MINUTES IS A CONDENSED VERSION OF JULY 26, 2023, REGULAR BOARD MEETING. TO WATCH THE MEETING IN ITS ENTIRTY: <https://ttm.open.media/sessions/274542/ttad-board-of-directors-july-26-2023?category=458>**