

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 special meeting held Wednesday, October 25, 2023, Truckee Tahoe Airport District, located at 10356
3 Truckee Airport Road, Truckee, California 96161 as well as live stream.

4 **CALL MEETING TO ORDER:** 1:00 PM (hybrid meeting format)

5 **PLEDGE OF ALLEGIANCE**

6 **DIRECTORS PRESENT:** President Kathryn Rohlf
7 Vice President Teresa O’Dette
8 Director Rick Stephens (Remote under CA AB 2449)
9 Director Mary Hetherington
10 Director David Diamond

11 **STAFF PRESENT:** Mr. Robb Etnyre, General Manager
12 Ms. Kelly Woo, Director of Finance and Administration
13 Mr. Jeff Menasco, Director of Aviation
14 Mr. Dave Hoffman, Director of Operations and Maintenance
15 Ms. Emily Pindar, Senior Accountant
16 Mr. Josh Nelson, District Counsel
17 Ms. Lauren Tapia, HR Manager/District Clerk

18 **VISITORS PRESENT:** 2

19 **PUBLIC COMMENT:** None.

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

21 **MODIFICATION OF AGENDA:** None.

22 **BUDGET WORKSHOP (TAB 01)**

23 Mr. Robb Etnyre and Ms. Kelly Woo welcomed the Board of Directors to the second Budget Workshop for
24 FY 2024. Mr. Etnyre reviewed the agenda and process of the workshop.

25 Ms. Woo and Mr. Etnyre reviewed the 2024 Budget Workshop #2 Presentation. The presentation outlined
26 the 2024 Operating Revenues and Expenses, 2024 Property Tax Allocation, 2024 Operating Budget
27 Summary, 2023 Fund Allocation Recommendation, 2024 Capital Projection Detail, and the Nevada and
28 Placer County tax charts. The Board of Directors reviewed their questions and comments to staff.
29 Discussion ensued regarding the Wildfire Mitigation project, adding additional funds to the Agency
30 Partnership Program, the process of fund allocation, the development of funds within the fund, adding
31 funds (\$200k) for potential Capital Campaigns under PI 311 (with a flag pending policy development
32 around it).

33 Director Diamond left meeting at 1:40 PM due to a potential conflict of interest of having a realistic
34 possibility that a decision on the agenda item would directly affect the rental of a hanger or result in him
35 receiving a financial benefit or loss of \$500 or more in a 12-month period and which effect would be
36 distinguishable from that of the public directly.

37 Discussion ensued regarding hangar rates, hangar rent market studies, and hangar cpi adjustment
38 methodologies.

39 Director Diamond returned to the meeting at 1:55 PM.

40 Mr. Etnyre and Ms. Woo reviewed the District’s updated Reserve policy for the Board of Directors.
41 Discussion ensued regarding reserve fund methodology, deposits and balance amounts.

42 **PUBLIC COMMENT:** None.

43 **BOARD ANNOUNCEMENTS:** None.

44 **ADJOURN**

45 **PUBLIC COMMENT:** None

46 **MOTION #1 OCTOBER 25, 2023 S:** Vice President O’Dette motioned to adjourn the meeting. Director
47 Diamond seconded the motion. President Rohlf, yes. Vice President O’Dette, yes. Director Stephens, yes.
48 Director Hetherington, yes. Director Diamond, yes. The motion passed via roll call vote.

49 At 2:06 PM the October 25, 2023, a special meeting of the Truckee Tahoe Airport Board of Directors
50 adjourned.

51 **THIS SET OF MINUTES IS A CONDENSED VERSION OF OCTOBER 25, 2023, SPECIAL BOARD MEETING. TO**
52 **WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/278517/ttad-special-budget-](https://ttm.open.media/sessions/278517/ttad-special-budget-meeting-october-25-2023?category=458)
53 [meeting-october-25-2023?category=458](https://ttm.open.media/sessions/278517/ttad-special-budget-meeting-october-25-2023?category=458)