

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, October 25, 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: 3:30 PM (Hybrid Meeting Format)**

5 **PLEDGE OF ALLEGIANCE**

6 **DIRECTORS PRESENT:** President Kathryn Rohlf
7 Vice President Teresa O’Dette
8 Director Mary Hetherington
9 Director Rick Stephens (Remote via CA AB 2449)
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 Ms. Lauren Tapia, HR Manager/District Clerk

16 **VISITORS PRESENT: 1**

17 **PUBLIC COMMENT: None**

18 **CLOSED SESSION**

- 19 • GENERAL MANAGER QUARTERLY PERFORMANCE REVIEW
- 20 • CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - 21 ○ Property: 10356 Truckee Airport Road, Truckee, CA 96161
 - 22 ○ Agency Negotiator: Robb Etnyre
 - 23 ○ Negotiating Parties:
 - 24 ▪ Truckee Tahoe Soaring Association
 - 25 ▪ Skydive Lake Tahoe
 - 26 ○ Under Negotiation: Rent and Terms of Rent
- 27 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - 28 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
 - 29 ○ Name of case: Skydive Truckee Tahoe, Inc., FAA Part 13 Complaint
- 30 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - 31 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
 - 32 ○ Name of case: Truckee Tahoe Soaring Association, FAA Part 13 Complaint

33 **ADJOURN OUT OF CLOSED SESSION: 4:27 PM**

34 President Rohlf noted that the General Manager’s Evaluation Ad Hoc committee has transitioned to
35 President Rohlf and Director Diamond as acting members.

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

37 **VISITORS PRESENT: 23**

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

39 **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA: None.**

40 **MODIFICATION OF AGENDA: None.**

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

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

43 **PUBLIC COMMENT:** None.

44 **CONSENT ITEMS**

- 45 • Minutes: September 27, 2023, Special Meeting ----- TAB 02
- 46 • Minutes: September 27, 2023, Regular Meeting ----- TAB 03
- 47 • Monthly Service Bills and Fees – September 2023 ----- TAB 04
- 48 • Monthly Community Sponsorship Requests ----- TAB 05
- 49 • Agency Partnership Extension Request – Mountain Area Preservation ----- TAB 06

50 **PUBLIC COMMENT:** None

51 **MOTION #1 OCTOBER 25, 2023:** Director Hetherington motioned to approve the Consent Items: Tab Items
52 02 - 06. Director O’Dette seconded the motion. President Rohlf, yes. Vice President O’Dette, yes. Director
53 Diamond, Yes. Director Stephens, yes. Director Hetherington, yes. The motion passed via roll call vote.

54 **MISSION TO MARS SUMMER CAMP – PROGRAM REVIEW (TAB 07)**

55 Mr. Ken Aronson provided a program review for the 2023 Mission to Mars Summer Camp Season. The
56 Board of Directors thanked Mr. Aronson for his program review.

57 **PUBLIC COMMENT:** None.

58 **BOYS AND GIRLS CLUB OF NORTH LAKE TAHOE – PROGRAM REVIEW**

59 Ms. Stephany Arroyo provided a program review for the Boys and Girls Club of North Lake Tahoe. The
60 Board of Directors thanked Ms. Arroyo for her program review.

61 **PUBLIC COMMENT:** None.

62 **2023 AIRSHOW RECAP AND 2024 AIRSHOW AND FAMILY FESTIVAL BUDGET REQUEST (TAB 08)**

63 Mr. David Love provided a 2023 Airshow Recap and reviewed the Airshow Committees formal budget
64 request for the 2024 Airshow and Family Festival. Discussion ensued regarding the differentiation
65 between for-profit and non-profit booths, insurance policy caps and costs, the increase in costs associated
66 with the proposed budget request, and a year-round stem activity concept. Mr. Etnyre indicated the 2024
67 Airshow and Family Festival would be the last year of the airshow in its current format with a break in
68 2025 due to planned airport pavement reconstruction on the ramp.

69 **PUBLIC COMMENT:** None.

70 **MOTION #2 OCTOBER 25, 2023:** Director O’Dette motioned to approve the budget request not to exceed
71 \$282,000 for the 2024 Airshow and Family Festival. Director Diamond seconded the motion. President
72 Rohlf, yes. Vice President O’Dette, yes. Director Diamond, Yes. Director Stephens, yes. Director
73 Hetherington, yes. The motion passed via roll call vote.

74 **BREAK:** 5:41 PM – 5:55 PM

75 **TTAD HOME PURCHASE ASSISTANCE PROGRAM (TAB 09)**

76 Ms. Heidi Allstead, Executive Director of the Truckee Tahoe Workforce Housing Agency (TTWHA),
77 provided a presentation outlining a potential home purchase assistance program for the Board of
78 Directors. The presentation outlined TTAD’s employee housing survey statistics, the home purchase
79 navigation process, the home purchase assistance program, potential borrower repayment terms, Tahoe
80 Forest Hospital District’s home purchase assistance program statistics, and an outline of other regional
81 home purchase assistance programs. The Board of Directors reviewed their questions, comments and

82 concerns regarding the potential program. Discussion ensued on the risk associated with employer
83 sponsored home purchase assistance programs, loan payback scenarios, and tailoring home purchase
84 assistance policies and guidelines that provide the least liability to the District. There was Board consensus
85 to have District Staff to work with TTWHA and District Legal Counsel to create a draft program policy and
86 guidelines which includes all detailed program components tailored to a home purchase assistance
87 program for the Truckee Tahoe Airport District.

88 **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 10)**

- 89 • Truckee Tahoe Workforce Housing JPA Update

90 Ms. Tapia provided a meeting update for the October 18, 2023, TTWHA Board meeting.

- 91 • Town of Truckee River Revitalization Steering Committee

92 Mr. Menasco reviewed the monthly Town of Truckee River Revitalization Steering Committee meeting for
93 the Board of Directors.

- 94 • ACT Board of Directors Attendance

95 Mr. Etnyre noted that the topic for the November 8, 2023, ACT meeting topic will be on the proposed
96 Hangar Use Revitalization Plan and Fly Quiet and Safety Program. The meeting will be conducted in-person
97 and tailored to the general community.

98 **PUBLIC COMMENT:** None.

99 **GENERAL MANAGERS REPORT (TAB 11)**

100 Mr. Etnyre reviewed the EPA's opinion on Unleaded Fuel and provided a Runway 02/20 reconstruction
101 update.

102 **PUBLIC COMMENT:** None.

103 Mr. Jeff Menasco reviewed the quarterly Aviation and Community Services Report.

104 **PUBLIC COMMENT:** None.

105 Ms. Kelly Woo reviewed the quarterly Financial Report.

106 **FUTURE AGENDA PRIORITIES AND MEETING MANAGEMENT (TAB 11)**

107 The Rolling Agenda was reviewed by the Board of Directors.

108 **PUBLIC COMMENT:** None.

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

110 Mr. Etnyre reviewed his attendance at the SAF North America Congress in Houston, Tx. Mr. Menasco
111 reviewed his attendance at the NBAA-BACE Conference in Las Vegas, NV. Discussion ensued regarding SAF
112 Jet Fuel, the fuel industry, production of SAF, locations of airports that offer SAF, and if regulation might
113 be developed to stimulate SAF offerings.

114 **PUBLIC COMMENT:** None.

115 **MEETING REVIEW AND DIRECTION TO STAFF (TAB 12)**

116 Mr. Etnyre noted that staff will work with TTWHA and Legal Counsel to develop the specific policies and
117 guidelines for a potential home purchase assistance program, as well as dedicate staff time to develop a
118 potential year-round STEM program.

119 **BOARD ANNOUNCEMENTS:** None.

120 **ADJOURN**

121 **PUBLIC COMMENT:** None

122 **MOTION #3 OCTOBER 25, 2023:** Director Stephens motioned to adjourn the October 25, 2023, Regular
123 meeting. Director O'Dette seconded the motion. President Rohlf, yes. Vice President O'Dette, yes.
124 Director Diamond, yes. Director Stephens, yes. Director Hetherington, yes. The motion passed via roll call
125 vote.

126 At 6:46 PM October 25, 2023, the regular meeting of the Truckee Tahoe Airport Board of Directors
127 adjourned.

128 **THIS SET OF MINUTES IS A CONDENSED VERSION OF OCTOBER 25, 2023, REGULAR BOARD MEETING.**
129 **TO WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/278518/ttad-board-of-](https://ttm.open.media/sessions/278518/ttad-board-of-directors-regular-meeting-october-25-2023?category=458)
130 [directors-regular-meeting-october-25-2023?category=458](https://ttm.open.media/sessions/278518/ttad-board-of-directors-regular-meeting-october-25-2023?category=458)