

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, January 24, 2024, 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: 3:00 PM**

5 **PLEDGE OF ALLEGIANCE**

6 **DIRECTORS PRESENT:** President Rick Stephens
7 Vice President Kat Rohlf
8 Director Mary Hetherington
9 Director Teresa O’Dette
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, Aviation and Community Coordinator
16 Ms. Lauren Tapia, HR Manager/District Clerk

17 **VISITORS PRESENT: 0**

18 **PUBLIC COMMENT:** None

19 **CLOSED SESSION**

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

34 **ADJOURN OUT OF CLOSED SESSION: 4:20 PM**

35 President Stephens noted that there was no reportable action.

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

37 **VISITORS PRESENT: 7**

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

39 **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA:**

40 Mr. Rick Bently made a public comment regarding the hangar waitlist.

41 **MODIFICATION OF AGENDA:** None.

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

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

44 **CONSENT ITEMS**

- 45 • Minutes: November 29, 2023, Regular Meeting ----- TAB 02
- 46 • Monthly Service Bills and Fees – November and December 2023 ----- TAB 03
- 47 • Monthly Community Sponsorship Requests ----- TAB 04
- 48 • Tahoe Truckee Community Foundation – Professional Services Agreement ----- TAB 05

49 Director Diamond requested to pull Tab Item 04 – Monthly Community Sponsorship Requests.

50 **PUBLIC COMMENT:**

51 Mr. Tom Meadows, Truckee resident, made a public comment on consent item, Tab 03, Monthly Service
52 Bills and Fees – November and December 2023.

53 **MOTION #1 JANUARY 24, 2024:** Director Hetherington motioned to approve the Consent Items: Tab Items
54 02, 03 and 05. Director O’Dette seconded the motion. President Stephens, Vice President Rohlf, Directors
55 Hetherington, O’Dette, and Diamond voted in favor of the motion. The motion passed.

56 Director Diamond inquired about Auburn Ski Club’s sponsorship request and how it fit within the
57 parameters of PI 311. District Counsel Nelson and Mr. Menasco confirmed the sponsorship request fit the
58 criteria outlined in PI 311.

59 **PUBLIC COMMENT:** None

60 **MOTION #2 JANUARY 24, 2024:** Director Diamond motioned to approve Tab Item 04 as presented.
61 Director Hetherington seconded the motion. President Stephens, Vice President Rohlf, Directors
62 Hetherington, O’Dette, and Diamond voted in favor of the motion. The motion passed.

63 **ANNUAL BOARD OF DIRECTORS TRAINING – DISTRICT COUNSEL NELSON**

64 District Counsel Nelson provided training outlining best practices for the newly updated Brown Act,
65 Personal Financial Interests Political Reform Act of 1974, and the Form 700 for the Board of Directors.
66 District Counsel Nelson provided opportunities for the Board of Directors to ask questions within the
67 training session.

68 **PUBLIC COMMENT:** None.

69 **TTAD DOWN PAYMENT ASSISTANCE PROGRAM (TAB 06)**

70 At 5:13 PM Director O’Dette left the meeting due to a conflict of interest.

71 Ms. Emily Vitas, Consultant for the Truckee Tahoe Workforce Housing Agency, presented the TTAD Home
72 Purchase Assistance Program PowerPoint which reviewed TTAD Employee Stats, Program Overview,
73 Program Terms and Program Timeline for the Board of Directors. The Board of Directors reviewed their
74 questions and comments on the agenda item. Discussion ensued regarding the preapproval loan process
75 (specifically timing of the process), deed restrictions, definition of primary occupancy and percentage
76 requirement associated with primary occupancy, inability of employees to repay loan should a drop in the
77 market occur, the rationale behind loan repayment having simple interest not a compounding interest, the
78 secondary lender being exposed to litigation risk should someone obtain an injury in the home, and the
79 program committee process. There was overall Board support for the program, and a request was made
80 for Ms. Vitas to address specific questions posed to her and to bring back the agenda item to the February
81 Board meeting for possible approval.

82 **PUBLIC COMMENT:** None.

83 At 6:23 PM Director O’Dette returned to the meeting.

84 **NOTICE OF UPCOMING VACANCIES ON PLACER COUNTY LOCAL AGENCY FORMATION COMMISSION**
85 **(LAFCO) AND CALL FOR NOMINATIONS (TAB 07)**

86 The Board did not provide any nominations for Placer County LAFCO.

87 **PUBLIC COMMENT:** None.

88 **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 08)**

- 89
 - Truckee Tahoe Workforce Housing JPA Update

90 Ms. Tapia provided a meeting update for the January 17, 2024, 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
 - Climate Transformation Alliance Report

95 Mr. Etnyre provided an update for the Climate Transformation Alliance. CTA was awarded \$650,000 from
96 the State of California’s Governor’s Office of Planning and Research to build climate resilience in the
97 Central Sierra Nevada region.

- 98
 - ACT Board of Directors Attendance

99 Mr. Etnyre noted that the topic for the February 14, 2024, ACT meeting is 2024 Hangar Lease updates and
100 the Fly Safe Class Schedule. The meeting will be conducted in-person.

101 **PUBLIC COMMENT:** None.

102 **GENERAL MANAGERS REPORT (TAB 09)**

103 Mr. Etnyre reviewed the General Managers report; provided an update on the Electric Vehicle Charging
104 Stations, nZero Carbon Monitoring graphs, and the T-TSA – TTAD Land Exchange.

105 **PUBLIC COMMENT:** None.

106 Mr. Jeff Menasco reviewed the monthly Aviation and Community Services Report as well as the annual
107 2023 Operations and Comments charts.

108 Mr. Menasco noted that there will be an Art in the Airport reception on January 25, 2024 from 5:00 PM –
109 7:00 PM in the terminal building.

110 **PUBLIC COMMENT:** None.

111 Ms. Kelly Woo reviewed the monthly Financial Report for November 2023.

112 **PUBLIC COMMENT:** None.

113 **FUTURE AGENDA PRIORITIES AND MEETING MANAGEMENT (TAB 18)**

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

115 **PUBLIC COMMENT:** None.

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

117 Director Hetherington noted that the UC Davis Noise and Emissions conference will be held in Palm
118 Springs March 5th – 6th and encouraged Board and Staff attendance.

119 **PUBLIC COMMENT:** None.

120 **MEETING REVIEW AND DIRECTION TO STAFF**

121 Mr. Etnyre noted that the HPAP will be refined based off of tonight’s feedback from the Board of Directors
122 and will be returned in February for possible Board approval.

123 **BOARD ANNOUNCEMENTS:** Director Diamond noted a concept to pool money with other public agencies
124 to hire an independent journalist to report on agency initiatives in an unbiased nature. There was Board
125 consensus to add this concept to the regular February Board meeting agenda.

126 **ADJOURN**

127 **PUBLIC COMMENT:** None

128 **MOTION #3 JANUARY 24, 2024:** Director Diamond motioned to adjourn the meeting. Director O’Dette
129 seconded the motion. President Stephens, Vice President Rohlf, Directors Hetherington, O’Dette, and
130 Diamond voted in favor of the motion. The motion passed.

131 At 7:09 PM January 24, 2024, the regular meeting of the Truckee Tahoe Airport Board of Directors
132 adjourned.

133 **DUE TO TECHNICAL AV ISSUES, THERE A RECORDING OF THE JANUARY 24, 2024 REGULAR MEETING**
134 **WAS UNABLE TO BE CAPTURED.**