

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 special meeting held Thursday, January 25, 2024, Truckee Tahoe Airport District, located at 10356 Truckee
3 Airport Road, Truckee, California 96161.

4 **CALL MEETING TO ORDER: 11:50 AM**

5 **PLEDGE OF ALLEGIANCE**

6 **DIRECTORS PRESENT:** President Rick Stephens
7 Vice President Kat Rohlf
8 Director Teresa O’Dette
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. Josh Nelson, District Counsel
15 Ms. Lauren Tapia, HR Manager/District Clerk

16 **VISITORS PRESENT:** 4

17 **PUBLIC COMMENT:** None.

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

19 **MODIFICATION OF AGENDA:** None.

20 **PI 311 – WORKSHOP (TAB 01)**

21 Mr. Robb Etnyre and Ms. Kelly Woo welcomed the Board of Directors to the Policy Instruction 311
22 Workshop. Mr. Etnyre reviewed the process of the workshop and objectives for the day.

23 Ms. Woo and Mr. Etnyre reviewed the PI 311 Workshop Presentation. The presentation outlined the 2024
24 Budget, 2024 Budgeted Operating Revenues, 2024 Budgeted Operating Expenses, the updated 2024
25 Property Tax Allocation, the Community Benefit Cash and & In-Kind totals, 2024 Capital Outlay, the Annual
26 Reserve Expenses, and the 2023-2026 Strategic Plan Goals and Objectives aligned with the topics
27 discussed at the workshop. The Board of Directors reviewed their questions and comments to staff.
28 Discussion ensued.

29 There was agreement to host another Board Workshop centered around Airport Capital Projects to take
30 place in the Spring of 2024. And, to continue with Policy Instruction 311 in its current form for 2024, but
31 to further discuss potential policy adjustments to take effect for calendar year 2025 (adjustment concepts
32 included: transition Agency Partnership minimum project funding to \$50k, and explore a new
33 methodology/formula to budget for the Agency Partnership Program, transition community sponsorships
34 to more broad based community benefit programs, and review in-kind community dollars and the
35 associated policy instructions.).

36 **PUBLIC COMMENT:** None.

37 **BOARD ANNOUNCEMENTS:** None.

38 **ADJOURN**

39 **MOTION #1 JANUARY 25, 2024 S:** Director O’Dette motioned to adjourn the meeting. Director
40 Hetherington seconded the motion. The Motion was approved by President Stephens, Vice President
41 Rohlf and Directors O’Dette, Hetherington, and Diamond. The motion passed.

42 At 3:04 PM the January 25, 2024, a special meeting of the Truckee Tahoe Airport Board of Directors
43 adjourned.