

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS  
2 special meeting held Tuesday, April 23, 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:** 12

17 **PUBLIC COMMENT:** None.

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

19 **MODIFICATION OF AGENDA:** None.

20 **AIRPORT CAPITAL INFRASTRUCTURE**

21 Mr. Robb Etnyre welcomed the Board of Directors to the Workshop. Mr. Etnyre reviewed the process of  
22 the workshop and objectives for the day as well as desired takeaways.

23 Mr. Etnyre reviewed Part I of the presentation on Airport Capital Infrastructure. The presentation outlined  
24 the Airport Infrastructure goal in the District’s Strategic Plan, 2024 Budget, reserve fund allocation  
25 recommendation, 2024 budgeted operating revenue, 2024 budgeted operating expense, 2024 capital  
26 outlay, historic capital improvements, components of the capital infrastructure, annual reserve expenses,  
27 hangar roof design snow load, 2022/23 winter hangar damage, six proposed capital projects outlined on  
28 the Airport’s ALP, as well as the concept of ground leasing hangar rows for private development. The  
29 Board of Directors reviewed their questions and comments to staff. Discussion ensued.

30 **PUBLIC COMMENT:**

31 Mr. Mike Daniels made a public comment on the 2022/23 Winter Hangar Damage.

32 Mr. Sven Pole made a public comment on ground lease year lengths (hangars), shade hangars, and the  
33 hangar waitlist.

34 Mr. Etnyre requested the board to develop a 5-year capital infrastructure priority list. There was board  
35 consensus in support of the GSE Facility and 02/20 widening and lengthening. The Board requested further  
36 data and review on the super T hangar row(s) and additional regular T hangar row. The Board noted  
37 further discussion needs to be had about the community hangar concept.

38 **PUBLIC COMMENT:**

39 Mr. Sven Pole made a public comment on the community hangar concept.

40 Mr. Tim DeVine made a public comment on the community hangar concept.

41 **BREAK:** 3:06 PM – 3:20 PM

42 **AIRPORT COMMUNITY BENEFIT (PI 311) – PART II**

43 Mr. Etnyre reviewed Part II of the presentation on Airport Community Benefit. The presentation outlined  
44 Policy Instruction 311 in the District’s Strategic Plan, guidance staff received from the Board of Directors  
45 at the January 25, 2024 workshop, the updated 2024 Property Tax allocation, community benefit cash and  
46 in-kind spreadsheet, historical revenue and expenses bar graph, community benefit as a % of other  
47 revenue bar graph, and community benefit policy instruction updates to PI 317 (to resend) and 507 (to  
48 resend and incorporate into PI 311). The Board of Directors reviewed their questions and comments to  
49 staff. Discussion ensued.

50 **PUBLIC COMMENT:**

51 Ms. Tatiana made a public comment on Ponderosa Golf Course operational management.

52 Discussion ensued regarding in-kind community giving and which items staff should work on eliminating  
53 over a period of time, realign the budget of sponsorships and agency partnership program for 2025 , and  
54 develop clear focus areas of community giving that benefit a greater majority of the District residents and  
55 are in line with the public purpose of an airport (i.e., Wildfire Mitigation).

56 **PUBLIC COMMENT:**

57 Ms. Kathleen Egan made a public comment on the community benefit as a % of other revenue bar graph.

58 Mr. Etnyre noted that staff will begin to incorporate language from PI 317 and 507 into PI 311 and bring  
59 the updated policy to the Board of Directors for approval at a future meeting.

60 **PUBLIC COMMENT:**

61 Ms. Phyllis McCon made a public comment on Policy Instruction 311.

62 **BOARD ANNOUNCEMENTS:** None.

63 **ADJOURN**

64 At 4:49 PM the April 23, 2024, a special meeting of the Truckee Tahoe Airport Board of Directors  
65 adjourned.