

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, April 24, 2024, Truckee Tahoe Airport District Community Room A & B,
3 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 Ms. Lauren Tapia, HR Manager/District Clerk

16 **VISITORS PRESENT: 0**

17 **PUBLIC COMMENT: None**

18 **CLOSED SESSION**

- 19 • GENERAL MANAGER PERFORMANCE REVIEW
 - 20 ○ Government Code 54957
 - 21 ○ Annual Performance Review
- 22 • CONFERENCE WITH LABOR NEGOTIATORS
 - 23 ○ Agency designated representatives: President Rick Stephens
 - 24 ○ Unrepresented employee: General Manager
- 25 • CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION -----TAB 01
 - 26 ○ Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section
 - 27 54956.9: 1 case
- 28 • CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - 29 ○ Property: 10356 Truckee Airport Road, Truckee, CA 96161
 - 30 ○ Agency Negotiator: Robb Etnyre
 - 31 ○ Negotiating Parties:
 - 32 ■ Truckee Tahoe Soaring Association
 - 33 ■ Skydive Lake Tahoe
 - 34 ○ Under Negotiation: Rent and Terms of Rent
- 35 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - 36 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
 - 37 ○ Name of case: Skydive Truckee Tahoe, Inc., FAA Part 13 Complaint
- 38 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - 39 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
 - 40 ○ Name of case: Truckee Tahoe Soaring Association, FAA Part 13 Complaint

41 **ADJOURN OUT OF CLOSED SESSION: 4:17 PM**

42 President Stephens noted that there was reportable action on Conference with Labor Negotiators which
43 will be addressed under Action Items. President Stephens stated that there was no reportable action on
44 the remaining Closed Session items.

45 **OPEN SESSION CALL TO ORDER:** 4:32 pm

46 **VISITORS PRESENT:** 18

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

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

49 Mr. Tom Meadows, Truckee resident, made a public comment on the Truckee Tahoe Soaring Association
50 lease.

51 Mr. Mike Daniels, Truckee resident, made a public comment on his flight tracks at KTRK, integrating
52 Artificial Intelligence at the District, long term greed, and wings on the water.

53 **MODIFICATION OF AGENDA:** None.

54 **SPEAK YOUR PEACE (TAB 02)**

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

56 **CONSENT ITEMS**

- 57 • Minutes: March 27, 2024, Special Meeting ----- TAB 03
- 58 • Monthly Service Bills and Fees – March 2024 ----- TAB 04
- 59 • Monthly Community Sponsorship Requests ----- TAB 05
- 60 • RFP TTAD Control Tower Selection ----- TAB 06
- 61 • RFP Classification and Compensation Consultant Selection ----- TAB 07

62 **PUBLIC COMMENT:** None.

63 **MOTION #1 APRIL 24, 2024:** Director Diamond motioned to approve the Consent Items Tabs 03 – 07.
64 Director O’Dette seconded the motion. President Stephens, Vice-President Rohlf, Directors Hetherington,
65 O’Dette, and Diamond voted in favor of the motion. The motion passed.

66 **APPROVAL OF GENERAL MANAGER’S PERFORMANCE BONUS**

67 President Stephens noted the long process of developing/designing the General Manager position’s
68 performance evaluation system. President Stephens stated that there was Board consensus to issue a
69 performance bonus of \$20,000.

70 **PUBLIC COMMENT:** None.

71 **MOTION #2 APRIL 24, 2024:** Director Diamond motioned to approve the \$20,000 performance bonus.
72 Director O’Dette seconded the motion. President Stephens, Vice-President Rohlf, Directors Hetherington,
73 O’Dette, and Diamond voted in favor of the motion. The motion passed.

74 **WILDFIRE MITIGATION PROGRAM (TAB 08)**

75 Mr. Robb Etnyre reviewed the Wildfire Mitigation slide deck for the Board of Directors and general public.
76 The slide deck provided information on identified priority community wildfire prevention program
77 projects which were collaboratively developed by CalFire Truckee-North Tahoe Battalion, Northstar Fire
78 Department, Truckee Fire Protection District, Olympic Valley Fire Department, and North Tahoe Fire
79 Protection District as part of each jurisdiction Community Wildfire Protection Plans (CWPP) and CalFire
80 Burn Plan. There was a total of eight (8) projects, roughly covering 685 acres within the Truckee Tahoe
81 Airport District boundaries. The Board of Directors reviewed their questions and comments on the agenda
82 item. Discussion ensued regarding Tahoe Truckee Community Foundations Forest Futures program status,
83 timeline of proposed start times of the eight (8) projects listed, and positive feedback about how quickly
84 the group of Fire Agencies were able to create a group of projects.

85 **PUBLIC COMMENT:**

86 Mr. Brent Armstrong, Division Chief Fire Marshall of North Tahoe Fire Protection District, made a public
87 comment on the Fire Mitigation Program.

88 Mr. Michael Cohen, Truckee resident, made a public comment on the Fire Mitigation Program.

89 Ms. Brooke Hesselmier, Truckee resident, made a public comment on the Fire Mitigation Program.

90 Mr. Tom Smith, Battalion Chief of CalFIRE, made a public comment on the Fire Mitigation Program.

91 District Counsel Nelson defined the public purpose for the Fire Mitigation Program.

92 **MOTION #3 APRIL 24, 2024:** Director Diamond motioned to approve the eight (8) individual Community
93 Wildfire Prevention Plan projects presented above in the amount of \$1,934,500, as presented in the staff
94 report, and authorize the General Manager to enter into professional service agreements for each project
95 for the duration not to exceed 18 months. Director O’Dette seconded the motion. President Stephens,
96 Vice-President Rohlf, Directors Hetherington, O’Dette, and Diamond voted in favor of the motion. The
97 motion passed.

98 **HANGAR DAMAGE REPAIR AWARD (TAB 09)**

99 Director Diamond recused himself from the agenda item at 5:07 PM

100 Mr. Etnyre reviewed the staff report recommending the approval of the contract award to Rua & Son
101 Mechanical as the selected contractor to provide winter hangar damage repairs at KTRK. The Board of
102 Directors reviewed their questions and comments on the agenda item. Discussion ensued regarding the
103 location of the recommended contractor, roof surface difference on Hotel row, and the types of structural
104 repairs that need to be addressed.

105 **PUBLIC COMMENT:** None.

106 **MOTION #4 APRIL 24, 2024:** Director Hetherington motioned to approve and authorize the General
107 Manager to contract with Rua & Son Mechanical for both Hangar Metal Wall Panel Repairs for \$154,617,
108 and Hangar Roof Repairs for \$3,397,203, as outlined in the bid packages. Director O’Dette seconded the
109 motion. President Stephens, Vice-President Rohlf, Directors Hetherington, and O’Dette voted in favor of
110 the motion. Director Diamond recused from the vote. The motion passed.

111 Director Diamond returned to the meeting at 5:17 PM.

112 **ECONOMIC IMPACT STUDY (TAB 10)**

113 Mr. Etnyre reviewed the staff report recommending the Board to provide guidance on developing a 2024
114 Truckee Tahoe Airport District Economic Impact Study. Discussion ensued regarding the pros and cons of
115 conducting an update to the District’s Economic Impact Study, the amount of staff time a consultant would
116 consume while developing the Economic Impact Study, and the timing of when a study would start.

117 **PUBLIC COMMENT:** None.

118 There was Board consensus for staff explore other regional organizations that are collecting economic
119 data and will return to the Board with more information in the Fall.

120 **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 13)**

- 121
- Town of Truckee River Revitalization Steering Committee

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

- 124
- Climate Transformation Alliance Report

125 Mr. Etnyre provided an update on the Climate Transformation Alliance Report for the Board of Directors.

126 • ACT Board of Directors Attendance

127 Mr. Etnyre noted that the topic for the May 8, 2024, ACT meeting is a KTRK Spring and Summer Operations
128 update. The meeting will be conducted via zoom and in person.

129 **PUBLIC COMMENT:** None.

130 **GENERAL MANAGERS REPORT (TAB 14)**

131 Mr. Etnyre reviewed the General Managers report; provided an update on strategic workplan, Aircraft
132 Accident N960LP, Truckee Tahoe Airport Sustainability Report, and Sustainability website.

133 **PUBLIC COMMENT:** None.

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

135 Ms. Kelly Woo reviewed the quarterly Financial Report for March 2024.

136 **FUTURE AGENDA PRIORITIES AND MEETING MANAGEMENT (TAB 15)**

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

138 **PUBLIC COMMENT:** None.

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

140 None.

141 **PUBLIC COMMENT:** None.

142 **MEETING REVIEW AND DIRECTION TO STAFF**

143 Mr. Etnyre noted that staff will work on gathering additional information from regional partners about
144 the Economic Impact Study, and will seek additional cost information regarding different hangar roof
145 surface options for the damaged hangars.

146 **BOARD ANNOUNCEMENTS**

147 None.

148 **ADJOURN**

149 **PUBLIC COMMENT:** None

150 **MOTION #5 APRIL 24, 2024:** Director Diamond motioned to adjourn the meeting. Director O’Dette
151 seconded the motion. President Stephens, Vice President Rohlf, Directors Hetherington, O’Dette, and
152 Diamond voted in favor of the motion. The motion passed.

153 At 6:00 PM April 24, 2024, the regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

154 **THIS SET OF MINUTES IS A CONDENSED VERSION OF APRIL 24, 2024, REGULAR BOARD MEETING. TO**
155 **WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/291168/truckee-tahoe-](https://ttm.open.media/sessions/291168/truckee-tahoe-airport-board-april-24-2024?category=458)
156 [airport-board-april-24-2024?category=458](https://ttm.open.media/sessions/291168/truckee-tahoe-airport-board-april-24-2024?category=458)