

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, August 28, 2024, Truckee Tahoe Airport District Community Room A &
3 B, located at the Truckee Airport, 10356 Truckee Airport Road, 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 David Diamond

10 **DIRECTORS ABSENT:** Director Teresa O’Dette

11

12 **STAFF PRESENT:** Mr. Robb Etnyre, General Manager
13 Mr. Jeff Menasco, Director of Aviation
14 Ms. Kelly Woo, Director of Finance & Administration
15 Mr. Josh Nelson, District Legal Counsel
16 Ms. Lauren Tapia, HR Manager/District Clerk

17 **VISITORS PRESENT: 0**

18 **PUBLIC COMMENT:** None

19 **CLOSED SESSION**

- 20 • PUBLIC EMPLOYEE PERFORMANCE EVALUATION
- 21 ○ Title: General Counsel
- 22 • CONFERENCE WITH LABOR NEGOTIATORS
- 23 ○ Agency designated representatives: President Rick Stephens and Director Teresa
- 24 ○ O’Dette
- 25 ○ Unrepresented employee: General Manager, General Counsel
- 26 • CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
- 27 ○ Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section
- 28 ○ 54956.9: 1 case (FAA Dispute regarding Fly Quiet Aviation Incentive Program)
- 29 • CONFERENCE WITH REAL PROPERTY NEGOTIATORS
- 30 ○ Property: 10356 Truckee Airport Road, Truckee, CA 96161
- 31 ○ Agency Negotiator: Robb Etnyre
- 32 ○ Negotiating Parties:
- 33 ○ ▪ Truckee Tahoe Soaring Association
- 34 ○ ▪ Skydive Lake Tahoe
- 35 ○ Under Negotiation: Rent and Terms of Rent
- 36 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
- 37 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
- 38 ○ Name of case: Skydive Truckee Tahoe, Inc., FAA Part 13 Complaint
- 39 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
- 40 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
- 41 ○ Name of case: Truckee Tahoe Soaring Association, FAA Part 13 Complaint

42 **ADJOURN OUT OF CLOSED SESSION: 4:30 PM**

43 President Stephens noted that there was no reportable action.

44 **OPEN SESSION CALL TO ORDER: 4:34 pm**

45 **VISITORS PRESENT:** 18

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

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

48 Mr. Tim Devine, Truckee Resident, made a public comment on the Precision Approach Path Indicator
49 (PAPI) being out of service, tower hours being extended to 8:00 PM the month of August, and for the 2025
50 Airshow being held earlier in the summer ahead of the Apron reconstruction project.

51 **MODIFICATION OF AGENDA:** None.

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

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

54 **CONSENT ITEMS**

- 55 • Minutes: July 24, 2024, Regular Meeting ----- TAB 02
- 56 • Monthly Service Bills and Fees – July 2024 ----- TAB 03
- 57 • Approve Updated BBK Legal Services Contract ----- TAB 04
- 58 • TTAD Surplus Sale – GPUs (2) ----- TAB 05

59 **PUBLIC COMMENT:** None.

60 **MOTION #1 AUGUST 28, 2024:** Director Hetherington motioned to approve the Consent Items Tabs 02 –
61 05 with an amendment to Tab Item 04 for evaluation reviews to be quarterly. Director O’Dette seconded
62 the motion. President Stephens, Vice-President Rohlf, and Directors Diamond, Hetherington and O’Dette
63 voted in favor of the motion. Motion passed.

64 **APPROVE AMENDMENT #1 OF GENERAL MANAGER EMPLOYMENT CONTRACT (TAB 06)**

65 President Stephens noted that the amendment to the GM’s employment contract includes a two (2) year
66 extension as well as an executive leadership education program opportunity.

67 District Counsel Nelson noted that the General Manager’s contract has been posted in the Board Materials
68 on the District’s website for the August 28, 2024, Regular Board meeting.

69 **PUBLIC COMMENT:** None.

70 **MOTION #2 AUGUST 28, 2024:** Director Diamond motioned to approve Amendment #1 of General
71 Manager Employment Contract as presented. Director O’Dette seconded the motion. President Stephens,
72 Vice-President Rohlf, and Directors Diamond, Hetherington and O’Dette voted in favor of the motion.
73 Motion passed.

74 **RESOLUTION 2024-07 ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES’S MEDICAL AND HOSPITAL
75 CARE ACT (PEMHCA) AT AN UNEQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO
76 A RECOGNIZED EMPLOYEE ORGANIZATION (TAB 07)**

77 District Counsel Nelson reviewed the agenda item for the Board of Directors. Ms. Isabel Saffe, BBK Law,
78 reviewed the Resolution presented before the Board of Directors. The Board of Directors reviewed their
79 questions and comments on the agenda item. Staff responded to Board questions and comments
80 accordingly.

81 **PUBLIC COMMENT:** None.

82 **MOTION #3 AUGUST 28, 2024:** Director Diamond motioned to approve RESOLUTION 2024-07 Electing to
83 be subject to the Public Employee’s Medical and Hospital Care Act (PEMHCA) at an Unequal Amount for
84 Employees and Annuitants with Respect to a Recognized Employee Organization as presented. Director

85 O’Dette seconded the motion. President Stephens, abstain. Vice-President Rohlf, yes. Director Diamond,
86 yes. Director Hetherington, yes. Director O’Dette, yes. Motion passed.

87 **BOARD OF DIRECTORS MEETING STIPEND INCREASE – APPROVAL OF PI 210 DIRECTOR REMUNERATION**
88 **AND EXPENDITURE REIMBURSEMENT (TAB 08)**

89 District Counsel Nelson reviewed the agenda item for the Board of Directors. The Board of Directors
90 reviewed their questions and comments on the agenda item. Discussion ensued.

91 **PUBLIC COMMENT:** None.

92 **MOTION #4 AUGUST 28, 2024:** Director Hetherington motioned to approve PI 210 Director Remuneration
93 and Expenditure Reimbursement with amendment to the policy to include a meeting stipend increase of
94 5% by ordinance each calendar year. Director Rohlf seconded the motion. President Stephens, abstain.
95 Vice-President Rohlf, yes. Director Diamond, yes. Director Hetherington, yes. Director O’Dette, abstain.
96 Motion passed.

97 **CONTINUED DISCUSSION FROM PI 311 COMMUNITY SPONSORSHIPS AND PARTNERSHIPS WORKSHOP**

98 Mr. Etnyre reviewed the guidance staff received at the Board workshop held earlier in the afternoon.

99 **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 05)**

100

- Town of Truckee River Revitalization Steering Committee

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

103

- Climate Transformation Alliance

104 Mr. Etnyre noted that CTA in collaboration with the North Tahoe Chapter of Citizens’ Climate Lobby and
105 100% Renewable Truckee will host a webinar on “Financing the Costs of Building Decarbonization” as part
106 of its series for community leaders and the general public on “How to Electrify Buildings in Truckee Tahoe”.

107

- ACT Board of Directors Attendance

108 There will not be a September ACT meeting.

109 **GENERAL MANAGERS REPORT (TAB 06)**

110 Mr. Etnyre reviewed the General Managers report; provided an update on winter damage hangar repair
111 status, 2024 TTAD Wildfire Mitigation Agency Partnerships Status Update, FAA Airport Capital
112 Improvement Program (ACIP) 2025-2030, and TTAD Candidate Night Staff Briefing on September 4, 2024
113 at 6:00 PM.

114 District Counsel Nelson reviewed the Legal Counsel Report.

115 Mr. Jeff Menasco reviewed the monthly Aviation and Community Services Report.

116 **PUBLIC COMMENT:**

117 Mr. Matt Hendrickson, Truckee resident, made a public comment on the TTAD Hangar Waitlist.

118 Ms. Kelly Woo reviewed the monthly Financial Report.

119 **BOARD MEMBER ANNOUNCEMENTS**

120 President Stephens noted six (6) individuals filed their election paperwork for Board of Directors seats up
121 for election.

122 **ADJOURN**

123 **PUBLIC COMMENT:** None

124 **MOTION #5 AUGUST 28, 2024:** Director Hetherington motioned to adjourn the meeting. President
125 Stephens seconded the motion. President Stephens, Vice-President Rohlf, and Directors Diamond,
126 Hetherington and O’Dette voted in favor of the motion. Motion passed.

127 At 5:52 PM August 28, 2024, regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

128 **THIS SET OF MINUTES IS A CONDENSED VERSION OF AUGUST 28, 2024, REGULAR BOARD MEETING. TO**
129 **WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/299024/truckee-tahoe-](https://ttm.open.media/sessions/299024/truckee-tahoe-airport-district-board-august-28-2024?category=458)
130 [airport-district-board-august-28-2024?category=458](https://ttm.open.media/sessions/299024/truckee-tahoe-airport-district-board-august-28-2024?category=458)