

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, September 25, 2024, Truckee Tahoe Airport District Community Room
3 A & 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 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. Emily Pindar, Senior Accountant

16 **VISITORS PRESENT: 0**

17 **PUBLIC COMMENT:** None

18 **CLOSED SESSION**

- 19 • GENERAL MANAGER PERFORMANCE REVIEW
 - 20 ○ Government Code 54957
 - 21 ○ Quarterly Performance Review
- 22 • CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
 - 23 ○ Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section
 - 24 54956.9: 1 case (FAA Dispute regarding Fly Quiet Aviation Incentive Program)
- 25 • CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - 26 ○ Property: 10356 Truckee Airport Road, Truckee, CA 96161
 - 27 ○ Agency Negotiator: Robb Etnyre
 - 28 ○ Negotiating Parties:
 - 29 ■ Truckee Tahoe Soaring Association
 - 30 ■ Skydive Lake Tahoe
 - 31 ○ Under Negotiation: Rent and Terms of Rent
- 32 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - 33 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
 - 34 ○ Name of case: Skydive Truckee Tahoe, Inc., FAA Part 13 Complaint
- 35 • CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - 36 ○ (Paragraph (1) of subdivision (d) of Section 54956.9)
 - 37 ○ Name of case: Truckee Tahoe Soaring Association, FAA Part 13 Complaint

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

39 President Stephens noted that there was no reportable action.

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

41 **VISITORS PRESENT: 20**

42 **SPECIAL ORDERS OF BUSINESS:**

43 Mr. Dave Love provided a review of the 2024 Truckee Tahoe Air Show and Family Festival.

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

45 Mr. Tal Fletcher, Truckee resident, made a public comment on the 2024 Local Election.

46 Ms. Maggie Schumacher, Kings Beach resident, made a public comment on the expansion of STEM
47 Education at the Airport District.

48 Mr. Bill Greeno, Truckee resident, made a public comment on TTAD’s Down Payment Assistance program.

49 Mr. Jan Holan, Truckee resident, made a public comment market lease rate adjustments to non-profit
50 tenants.

51 **MODIFICATION OF AGENDA:** None.

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

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

54 **CONSENT ITEMS**

- 55 • Minutes: August 28, 2024, Special Meeting ----- TAB 03
- 56 • Minutes: August 28, 2024, Regular Meeting ----- TAB 04
- 57 • Minutes: August 28, 2024, Special Meeting ----- TAB 05
- 58 • Monthly Service Bills and Fees – August 2024 ----- TAB 06
- 59 • Approve Aviation Fuel Supplier Agreement ----- TAB 07

60 Vice President Rohlf requested to pull Tab Item 03.

61 **PUBLIC COMMENT:** None.

62 **MOTION #1 SEPTEMBER 25, 2024:** Director Hetherington motioned to approve the Consent Items Tabs
63 04 – 07. Director Diamond seconded the motion. President Stephens, Vice-President Rohlf, and Directors
64 Diamond, Hetherington and O’Dette voted in favor of the motion. Motion passed.

65 Discussion ensued regarding Tab 03 - August 28, 2024, Special Meeting Minutes. No edits were made to
66 Tab Item 03.

67 **PUBLIC COMMENT:** None.

68 **MOTION #2 SEPTEMBER 25, 2024:** Vice President Rohlf motioned to approve Tab 03 as originally
69 presented. Director Hetherington seconded the motion. President Stephens, Vice-President Rohlf, and
70 Directors Diamond, Hetherington and O’Dette voted in favor of the motion. Motion passed.

71 **APPROVAL OF THE CLASSIFICATION AND COMPENSATION STUDY (TAB 08)**

72 Ms. Shellie Anderson, Bryce Consulting, reviewed the results of the Classification and Compensation Study
73 and the recommended actions for the Board of Directors. The Board of Directors reviewed their questions
74 and comments on the agenda item.

75 **PUBLIC COMMENT:**

76 Mr. David Van Quest, TTAD Staff, made a public comment to introduce the new Noise/IT Technician, Ms.
77 Kay Ziegenhagen.

78 **MOTION #3 SEPTEMBER 25, 2024:** Director O’Dette motioned to approve the 2024 Classification and
79 Compensation Study, and it’s recommended actions as presented. Vice President Rohlf seconded the
80 motion. President Stephens, Vice-President Rohlf, and Directors Diamond, Hetherington and O’Dette
81 voted in favor of the motion. Motion passed.

82 **APPROVAL OF UPDATED POLICY INSTRUCTION 212 BOARD OF DIRECTORS MEDICAL BENEFITS (TAB 09)**

83 District Counsel Nelson reviewed the agenda item for the Board of Directors. The Board of Directors
84 reviewed their questions and comments on the agenda item.

85 **PUBLIC COMMENT:** None.

86 **MOTION #4 SEPTEMBER 25, 2024:** Director Diamond motioned to approve amendments to Policy
87 Instruction 212 to identify the health benefit contribution for Board Directors. Vice President Rohlf
88 seconded the motion. Vice-President Rohlf, and Directors Diamond, and O’Dette voted in favor of the
89 motion. President Stephens and Director Hetherington abstained. Motion passed.

90 **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 10)**

- 91 • Climate Transformation Alliance

92 Mr. Etnyre noted that CTA has an upcoming meeting on October 11th.

- 93 • ACT Board of Directors Attendance

94 Mr. Etnyre noted that staff plans to do a high overview of the CY 2025 Budget. Vice President Rohlf and
95 Director Hetherington noted their desire to attend.

96 **GENERAL MANAGERS REPORT (TAB 11)**

97 Mr. Etnyre provided an insurance update for the hangars that were damaged the winter of 2022/23.

98 District Counsel Nelson reviewed the Legal Counsel Report.

99 Ms. Kelly Woo reviewed the monthly Financial Report.

100 **PUBLIC COMMENT:** None.

101 **FUTURE AGENDA PRIORITIES AND MEETING MANAGEMENT (TAB 12)**

102 Mr. Etnyre noted that a doodle will be circulated to help set a date for Budget Workshop #2.

103 **BOARD MEMBER ANNOUNCEMENTS**

104 Vice President Rohlf noted that the September Young Eagles event at EAA had exceptional attendance.

105 **ADJOURN**

106 **PUBLIC COMMENT:** None

107 **MOTION #5 SEPTEMBER 25, 2024:** Director Diamond motioned to adjourn the meeting. Director O’Dette
108 seconded the motion. President Stephens, Vice-President Rohlf, and Directors Diamond, Hetherington
109 and O’Dette voted in favor of the motion. Motion passed.

110 At 5:40 PM September 25, 2024, regular meeting of the Truckee Tahoe Airport Board of Directors
111 adjourned.

112 **THIS SET OF MINUTES IS A CONDENSED VERSION OF SEPTEMBER 25, 2024, REGULAR BOARD MEETING.**
113 **TO WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/300269/truckee-tahoe-
114 airport-board-september-25-2024?category=458](https://ttm.open.media/sessions/300269/truckee-tahoe-airport-board-september-25-2024?category=458)