

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, October 23, 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 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 • CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
- 20 ○ Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section
- 21 54956.9: 1 case (FAA Dispute regarding Fly Quiet Aviation Incentive Program)

22 **ADJOURN OUT OF CLOSED SESSION: 4:00 PM**

23 President Stephens noted that there was no reportable action.

24 **OPEN SESSION CALL TO ORDER: 4:30 pm**

25 **VISITORS PRESENT: 13**

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

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

28 Mr. Kevin Sloan, Truckee Resident, made a public comment thanking President Stephens for the time and
29 dedication he has made for the Board of Directors.

30 **MODIFICATION OF AGENDA:** None.

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

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

33 **CONSENT ITEMS**

- 34 • Minutes: September 25, 2024, Special Meeting ----- TAB 02
- 35 • Minutes: September 25, 2024, Regular Meeting ----- TAB 03
- 36 • Minutes: October 10, 2024, Special Meeting ----- TAB 04
- 37 • Monthly Service Bills and Fees – September 2024 ----- TAB 05
- 38 • Approval of TTAD Wage Scale for CalPERS ----- TAB 06

39 Director O’Dette requested to pull Tab Item 06.

40 **PUBLIC COMMENT:** None.

41 **MOTION #1 OCTOBER 23, 2024:** Director Hetherington motioned to approve the Consent Items Tabs 02
42 – 05. Director Diamond seconded the motion. President Stephens, Vice-President Rohlf, and Directors
43 Diamond, Hetherington and O’Dette voted in favor of the motion. Motion passed.

44 Director asked a clarifying question on the TTAD Wage Scale for CalPERS. Staff responded accordingly.

45 **PUBLIC COMMENT:** None.

46 **MOTION #2 OCTOBER 23, 2024:** Director O’Dette motioned to approve Tab 06 as originally presented.
47 Director Diamond seconded the motion. President Stephens, Vice-President Rohlf, and Directors
48 Diamond, Hetherington and O’Dette voted in favor of the motion. Motion passed.

49 **UNFUNDED PENSION LIABILITY – ADDITIONAL PAYMENT (TAB 07)**

50 President Stephens reviewed the staff report on the Additional Payment towards the District’s Unfunded
51 Pension Liability with CalPERS. The Board of Directors reviewed their questions and comments on the
52 agenda item. Discussion ensued regarding big expenses proposed in the CY 2025 budget, budget year
53 timing of the payment, and the difference between a balance sheet item and a budgeted item.

54 **PUBLIC COMMENT:** None.

55 **MOTION #3 OCTOBER 23, 2024:** President Stephens motioned to approve the additional discretionary
56 payment to CalPERS in the amount of \$500,000. Director Diamond seconded the motion. President
57 Stephens, yes. Vice-President Rohlf, yes. Director Diamond, yes. Director Hetherington, no. Director
58 O’Dette, abstains. Motion passed.

59 **APRON A2 RECONSTRUCTION – 2025 COST ESTIMATE PROPOSAL (TAB 08)**

60 Mr. Etnyre reviewed the staff report for the proposed reconstruction of Apron A2. The Board of Directors
61 reviewed their questions and comments on the agenda item. Discussion ensued regarding taking the fuel
62 tank off the budget to keep the reconstruction of Apron A2 in the budget, whether to finance the project,
63 pay cash for it, or push it off a year, information on how the FAA prioritizes projects, explanation of AIG
64 funds and expiration timeline of those funds. There was consensus from the Board to discuss the removal
65 of the fuel tank from the CY 2025 Budget during the next agenda item.

66 **PUBLIC COMMENT:** None.

67 **MOTION #4 OCTOBER 23, 2024:** President Stephens motioned to approve including Apron A2 final design
68 and reconstruction cost estimate and FAA Grant Revenue for budget 2025. Final contract award, after
69 competitive bids, will be presented to the board for contract award February 2025 - March 2025, with an
70 estimated project date of May/June 2025 and for staff to bring back information regarding possible
71 financing options that might be available for the project as well as looking analyzing the possibility of
72 increasing airport ramp fees. Director Hetherington seconded the motion. President Stephens, Vice-
73 President Rohlf, and Directors Diamond, Hetherington and O’Dette voted in favor of the motion. Motion
74 passed.

75 **APPROVAL OF CY 2025 BUDGET (TAB 09)**

76 Ms. Woo reviewed the list of items that have been changed within the CY 2025 from the last budget
77 workshop that was held on October 10, 2024. Discussion ensued regarding the details on a board of
78 director provided 5-year average forecast on District revenue and expenses that included trendlines,
79 staff’s historical table, and the removal of the fuel farm skid replacement and additional tank to
80 accommodate the Apron A2 reconstruction project.

81 **PUBLIC COMMENT:** None.

82 **MOTION #5 OCTOBER 23, 2024:** Director Hetherington motioned to approve the CY 2025 Budget as
83 presented with the removal of the fuel farm skid replacement and additional tank. Director Diamond
84 seconded the motion. President Stephens, yes. Vice-President Rohlf, yes. Director Diamond, yes. Director
85 Hetherington, yes. Director O’Dette, no. Motion passed.

86 **BREAK:** 6:02 PM – 6:11 PM

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

- 88 • Town of Truckee River Revitalization Steering Committee

89 Mr. Menasco reviewed his Truckee River Revitalization Steering Committee monthly update.

- 90 • Climate Transformation Alliance

91 Mr. Etnyre reviewed the Climate Transformation Alliance quarterly meeting update.

- 92 • ACT Board of Directors Attendance

93 Mr. Etnyre noted that the next ACT meeting will be on November 13th and the topic will be a Fly Safe
94 Program Event. Director Diamond noted that he would like to attend.

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

96 Mr. Etnyre provided an update on the CalFIRE prescribed burn in Waddle Ranch that will take place in
97 November.

98 District Counsel Nelson reviewed the Legal Counsel Report.

99 Mr. Menasco reviewed the Quarterly Operations and Comment report and the Quarterly Peak Period
100 Runway Utilization Report. Discussion ensued regarding the runway utilization report and whether the
101 tower has much effect on the utilization of runway 02/20 when gliders are operating in the summer
102 months.

103 Ms. Kelly Woo reviewed the Quarterly Financial Report.

104 **PUBLIC COMMENT:** None.

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

106 Mr. Etnyre reviewed his attendance at the Mountain Towns 2030 Summit in Jackson, Wyoming.

107 **BOARD MEMBER ANNOUNCEMENTS**

108 **ADJOURN**

109 **PUBLIC COMMENT:** None

110 **MOTION #6 OCTOBER 23, 2024:** President Stephens motioned to adjourn the meeting. Director
111 Hetherington seconded the motion. President Stephens, Vice-President Rohlf, and Directors Diamond,
112 Hetherington and O’Dette voted in favor of the motion. Motion passed.

113 At 6:50 PM the October 23, 2024, regular meeting of the Truckee Tahoe Airport Board of Directors
114 adjourned.

115 **THIS SET OF MINUTES IS A CONDENSED VERSION OF OCTOBER 23, 2024, REGULAR BOARD MEETING.**
116 **TO WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/301856/truckee-tahoe-](https://ttm.open.media/sessions/301856/truckee-tahoe-airport-board-october-23-2024?category=458)
117 [airport-board-october-23-2024?category=458](https://ttm.open.media/sessions/301856/truckee-tahoe-airport-board-october-23-2024?category=458)