

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 special meeting held Wednesday, November 13, 2024, Truckee Tahoe Airport District, located at 10356
3 Truckee Airport Road, Truckee, California 96161 as well as live stream.

4 **CALL MEETING TO ORDER: 4:30 PM**

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 Ms. Lauren Tapia, District Clerk/HR Manager
15 Mr. Josh Nelson, District Counsel
16

17 **VISITORS PRESENT: 1**

18 **PUBLIC COMMENT:** None.

19 **CLOSED SESSION**

- 20 • CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
- 21 ○ Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section
- 22 54956.9: 1 case (FAA Dispute regarding Fly Quiet Aviation Incentive Program; Pending
- 23 Claim)

24 **ADJOURN OUT OF CLOSED SESSION: 5:15 PM**

25 President Stephens noted that there was no reportable action.

26 **OPEN SESSION CALL TO ORDER: 5:15 pm**

27 **VISITORS PRESENT: 13**

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

29 **MODIFICATION OF AGENDA:** None.

30 **CONSENT ITEMS**

- 31 • Approval of Updated Fly Quiet Program ----- TAB 01
- 32 • Approval of Updated Policy Instruction 303 – Expenditure Authorization Procurement ---
- 33 ----- TAB 02
- 34 • Approval of Truckee Tahoe Soaring Association Lease Agreement ----- TAB 03

35 President Stephens requested to pull Tab Item 03.

36 **PUBLIC COMMENT:** None

37 **MOTION #1 NOVEMBER 13, 2024:** Director Hetherington motioned to approve Tab Items 1 & 2. Director
38 O’Dette seconded the motion. President Stephens, Vice-President Rohlf, and Directors Diamond,
39 Hetherington and O’Dette voted in favor of the motion. Motion passed.

40 President Stephens reviewed the Truckee Tahoe Soaring Association lease agreement. Mr. Menasco
41 reviewed the consolidated list of edits made by the Board of Directors. Discussion ensued regarding Safe
42 Sport requirements of adults working with minors.

43 **PUBLIC COMMENT:** None

44 **MOTION #2 NOVEMBER 13, 2024:** Director O’Dette motioned to approve the Truckee Tahoe Soaring
45 Association Lease Agreement which includes the edits noted in the consolidated list reviewed by District
46 Staff. President Stephens seconded the motion. President Stephens, Vice-President Rohlf, and Directors
47 Diamond, Hetherington and O’Dette voted in favor of the motion. Motion passed.

48 **BOARD ANNOUNCEMENTS:** None.

49 **ADJOURN**

50 **PUBLIC COMMENT:** None

51 **MOTION #3 NOVEMBER 13, 2024:** Director O’Dette motioned to adjourn the meeting. President Stephens
52 seconded the motion. President Stephens, Vice-President Rohlf, and Directors Diamond, Hetherington
53 and O’Dette voted in favor of the motion. Motion passed.

54 At 5:34 PM the November 13, 2024, a special meeting of the Truckee Tahoe Airport Board of Directors
55 adjourned.