

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, December 04, 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 (via Teleconference under AB 2449)
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 (via Teleconference)
15 Ms. Lauren Tapia, HR Manager/District Clerk

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

17 **VISITORS PRESENT: 33**

18 **SPECIAL ORDERS OF BUSINESS:**

19 • **RESOLUTION 2024-08 COMMENDING DIRECTOR RICK STEPHENS (TAB 01)**

20 Vice President Rohlf read Resolution 2024-08 Commending Director Rick Stephens in its entirety.

21 **MOTION #1 DECEMBER 04, 2024:** Director O’Dette motioned to approve Resolution 2024-08
22 Commending Director Rick Stephens. Director Hetherington seconded the motion. President Stephens,
23 yes. Vice-President Rohlf, yes. Director Diamond, yes. Director Hetherington, yes. Director O’Dette, yes.
24 Motion passed.

25 • **RESOLUTION 2024-09 APPRECIATION TO MR. DAVE HOFFMAN (TAB 02)**

26 President Stephens read Resolution 2024-09 Appreciation to Mr. Dave Hoffman in its entirety.

27 **MOTION #2 DECEMBER 04, 2024:** Director Diamond motioned to approve Resolution 2024-09
28 Appreciation to Mr. Dave Hoffman. Director Hetherington seconded the motion. President Stephens,
29 yes. Vice-President Rohlf, yes. Director Diamond, yes. Director Hetherington, yes. Director O’Dette, yes.
30 Motion passed.

31 **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA:** None.

32 **MODIFICATION OF AGENDA:** None.

33 **SPEAK YOUR PEACE (TAB 03)**

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

35 **CONSENT ITEMS**

- 36 • Minutes: October 23, 2024, Regular Meeting ----- TAB 04
- 37 • Minutes: November 13, 2024, Special Meeting ----- TAB 05
- 38 • Monthly Service Bills and Fees – October 2024 ----- TAB 06
- 39 • TTAD & TART Agreement ----- TAB 07

40 **PUBLIC COMMENT:** None.

41 **MOTION #3 DECEMBER 04, 2024:** Director Hetherington motioned to approve the Consent Items Tabs 04
42 – 07. Director O’Dette seconded the motion. President Stephens, yes. Vice-President Rohlf, yes. Director
43 Diamond, yes. Director Hetherington, yes. Director O’Dette, yes. Motion passed.

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

45 **WILDFIRE MITIGATION PROJECT(S) UPDATE – CALFIRE AND FIRE DISTRICT CHIEFS**

46 The Board of Directors received a Wildfire Mitigation Project update from CalFIRE and Fire District Chiefs.
47 The Board of Directors thanked the presenters for their project updates.

48 **PUBLIC COMMENT:** None.

49 **BOYS AND GIRLS CLUB OF NORTH LAKE TAHOE – ANNUAL PROGRAM REVIEW**

50 The Board of Directors received an annual program update from Ms. Mindy Carbajal, Executive Director
51 of the Boys and Girls Club of North Lake Tahoe. The Board of Directors thanked Ms. Carbajal for the
52 BGCNLT annual program review.

53 **PUBLIC COMMENT:** None.

54 **MISSION TO MARS SUMMER CAMP – SUMMER PROGRAM REVIEW**

55 The Board of Directors received a summer program review from Mr. Ken Aronson on the Mission to Mars
56 Summer Camp. The Board of Directors thanked Mr. Aronson for the Mission to Mars summer program
57 review.

58 **PUBLIC COMMENT:** None.

59 **TRUCKEE ARTS ALLIANCE – ANNUAL ART IN THE AIRPORT REVIEW**

60 The Board of Directors received an annual Art in the Airport program review from Ms. Kelly Cutler. The
61 Board of Directors thanked Ms. Cutler for the Art in the Airport program review.

62 **PUBLIC COMMENT:** None.

63 **TTAD AGENCY PARTNERSHIP DETERMINATIONS (TAB 08)**

64 Ms. Phyllis McCon and Ms. Dana Cary reviewed the FY 2024 Agency Partnership Funding Determination
65 presentation for the Board of Directors and the public. The Board of Directors reviewed their questions
66 and comments on the agenda item. Discussion ensued regarding adding additional funds to certain
67 projects, specifically Rocker Memorial, Tahoe City XC Center, and Gateway Mountain Center. Discussion
68 ensued regarding the amount of work goes into partnership determination process, whether this is the
69 last Partnership Program Grant cycle or not, what is an “airport purpose” and how the “airport purpose”
70 is satisfied for the two proposed capital projects, and the necessity to honor the process at which the
71 grant committee follows.

72 **PUBLIC COMMENT:**

73 Mr. Ben Martin made a public comment on the agency partnership determinations.

74 Ms. Missy Mohler made a public comment on the agency partnership determinations.

75 Ms. April Cole made a public comment on the agency partnership determinations.

76 Mr. Colin Robinson made a public comment on the agency partnership determinations.

77 Ms. Sue Ireland made a public comment on the agency partnership determinations.

78 Mr. Sven Leff made a public comment on the agency partnership determinations.

79 **MOTION #4 DECEMBER 04, 2024:** Director Hetherington motioned to approve a total of \$717,388 in
80 committee-recommended funding as presented in Attachment A by the Tahoe Truckee Community
81 Foundation with the acknowledgement that STEAM and “Airport Purpose” are effectively addressed in
82 the approved projects. Vice President Rohlf seconded the motion. President Stephens, yes. Vice-President
83 Rohlf, yes. Director Diamond, yes. Director Hetherington, yes. Director O’Dette, yes. Motion passed.

84 **BREAK:** 6:18 PM – 6:28 PM

85 **PMCD UPDATES – GENERAL AVIATION LEASING, RENTS & FEES (TAB 09)**

86 Mr. Jeff Menasco reviewed the proposed updates to the District’s PMCD documents for the Board of
87 Directors. The Board of Directors reviewed their questions and comments on the agenda item.

88 **PUBLIC COMMENT:** None.

89 **MOTION #5 DECEMBER 04, 2024:** Director Hetherington motioned to approve all changes to the PMCD
90 GA Leasing, Rents & Fees Policy effective January 1, 2025. Director Diamond seconded the motion.
91 President Stephens, yes. Vice-President Rohlf, yes. Director Diamond, yes. Director Hetherington, yes.
92 Director O’Dette, yes. Motion passed.

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

- 94 • Town of Truckee River Revitalization Steering Committee

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

- 96 • Climate Transformation Alliance

97 Mr. Etnyre reviewed the Climate Transformation Alliance update.

- 98 • ACT Board of Directors Attendance

99 Mr. Etnyre noted that there will be no ACT meeting in December. Next meeting will be January 22, 2025.

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

101 Mr. Etnyre provided an update on the Hangar Damage report and an insurance update.

102 Mr. Menasco reviewed the Monthly Operations and Comment Report

103 Ms. Kelly Woo reviewed the Monthly Financial Report.

104 **PUBLIC COMMENT:** None.

105 **ROLLING AGENDA (TAB 12)**

106 Mr. Etnyre reviewed the Rolling Agenda for the Board of Directors

107 **BOARD MEMBER ANNOUNCEMENTS**

108 **SELECTION OF BOARD PRESIDENT AND VICE PRESIDENT PRO TEM (TAB 13)**

109 Discussion ensued regarding who would be the best option for Board President and Vice President PRO
110 TEM.

111 **PUBLIC COMMENT:** None.

112 **MOTION #6 DECEMBER 04, 2024:** Director O’Dette motioned to approve Director Rohlf to be Board
113 President PRO TEM and Director Hetherington as Vice President PRO TEM. Director Diamond seconded
114 the motion. President Stephens, yes. Vice-President Rohlf, yes. Director Diamond, yes. Director
115 Hetherington, no. Director O’Dette, yes. Motion passed.

116 **ADJOURN**

117 **PUBLIC COMMENT:** None

118 **MOTION #7 DECEMBER 04, 2024:** Director O’Dette motioned to adjourn the meeting. Vice President Rohlf
119 seconded the motion. President Stephens, yes. Vice-President Rohlf, yes. Director Diamond, yes. Director
120 Hetherington, no. Director O’Dette, yes. Motion passed.

121 At 6:52 PM the December 04, 2024, regular meeting of the Truckee Tahoe Airport Board of Directors
122 adjourned.

123 **THIS SET OF MINUTES IS A CONDENSED VERSION OF DECEMBER 04, 2024, REGULAR BOARD MEETING.**
124 **TO WATCH THE MEETING IN ITS ENTIRTY:** [https://ttm.open.media/sessions/303875/truckee-tahoe-](https://ttm.open.media/sessions/303875/truckee-tahoe-airport-board-december-4-2024?category=458)
125 [airport-board-december-4-2024?category=458](https://ttm.open.media/sessions/303875/truckee-tahoe-airport-board-december-4-2024?category=458)