

The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS special meeting held Monday, July 11, 2025, Truckee Tahoe Airport District, located at 10356 Truckee Airport Road, Truckee, California 96161.

**CALL MEETING TO ORDER: 1:00 PM**

**PLEDGE OF ALLEGIANCE**

**DIRECTORS PRESENT:** President David Diamond  
Vice President Mary Hetherington  
Director Greg Horvath  
Director Teresa O'Dette  
Director Kathryn Rohlf

**STAFF PRESENT:** Mr. Robb Etnyre, General Manager  
Mr. Josh Nelson, District Counsel

**CONSULTANTS:** Ms. Seana Doherty, Agnew::Beck

**VISITORS PRESENT: 0**

**PUBLIC COMMENT:** None.

**SPECIAL ORDERS OF BUSINESS:** None.

**MODIFICATION OF AGENDA:** None.

**TRUCKEE TAHOE AIRPORT DISTRICT STRATEGIC PLAN WORKSHOP #3 w/AGNEW::BECK**

The Board of Directors participated in the second of two strategic planning workshops, facilitated by Agnew::Beck Consulting. Building on the March 2025 session, today's workshop will focus on Board development, strategic budget alignment, and key policy discussions to guide the upcoming 2026 budget and strategic plan update.

The Board reviewed the March workshop highlights, where team-building exercises helped reinforce collaboration and clarity of purpose among Board members. The Board reaffirmed its commitment to mutual understanding and shared leadership, which continue to shape the strategic planning process.

The Board transitioned to governance training. Using the California Special Districts Association's Board Member Handbook, the Board engaged in meaningful dialogue about the District's mission, the communities it serves, and the importance of unity in leadership. The Board expressed interest in additional professional development opportunities, including financial literacy and governance training. The training clarified the distinction between the Board's role in setting policy and the General Manager's responsibility for implementation.

The Board reviewed the results from its pre-retreat Board self-assessment. The survey highlighted strengths in transparency and public engagement, while identifying opportunities to improve conflict resolution, onboarding, and Board financial acumen. As a result, the Board committed to instituting annual financial training, enhancing onboarding for new members, and fostering a culture of respectful and open communication.

Looking ahead to the 2026 budget cycle, the Board emphasized the need for a dedicated pre-budget workshop focused on strategic priorities. They also confirmed the importance of financial training ahead of budget deliberations to ensure informed decision-making. The arrival of a new Chief Financial Officer was noted as a key milestone to support a successful budget process.

Policy discussions ensued and covered three major areas. First, the Board expressed support for transitioning the District's community investment program from broad, open-ended sponsorships to focused, mission-aligned initiatives. The Board directed staff to revise Policy Instruction 311 to reflect this new framework, structured around three pillars: Environment, Education, and Community. The Board also endorsed sunset clauses for funded initiatives and reaffirmed that community investment decisions should occur during the annual budget cycle.

Second, the Board discussed capital investment options for the District-owned warehouse, which currently presents code compliance and safety concerns. The Board directed staff to proceed with a comprehensive feasibility and cost analysis of both upgrading the existing facility and constructing a new one, with findings to inform FY26 capital planning decisions.

Finally, the Board considered a proposed environmental strategy focused on greenhouse gas (GHG) reduction. Board opinions varied on the urgency of this effort; there was consensus of support for including the cost of a GHG study in the 2026 budget to develop a long-term framework for climate-focused capital investment. Several members viewed this as an opportunity for TTAD to lead in aviation-related environmental stewardship, though there was concern about the study's impact on staff workload and resources.

The workshop concluded with an agreement on key next steps, including review and final adoption of the updated strategic plan in alignment with the FY26 budget, identification of additional training needs, and improved role clarity and agenda-setting protocols between staff and the Board. The workshop reinforced the Board's commitment to continuous improvement, transparent governance, and strategic alignment in service of the District's mission.

**BOARD ANNOUNCEMENTS:** None.

**ADJOURN**

**PUBLIC COMMENT:** None

**MOTION #1 JULY 11, 2025 S:** Director O'Dette motioned to adjourn the July 11, 2025, Special meeting. Director Horvath seconded the motion. President Diamond, Vice President Hetherington, Directors Horvath, O'Dette and Rohlf voted in favor of the motion. The motion passed.

At 5:10 PM the July 11, 2025, special meeting of the Truckee Tahoe Airport Board of Directors adjourned.