

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, October 22, 2025, 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: 3:30 PM**

5 **PLEDGE OF ALLEGIANCE**

6 **DIRECTORS PRESENT:** President David Diamond
7 Vice President Mary Hetherington
8 Director Greg Horvath
9 Director Teresa O’Dette
10 Director Kat Rohlf

11 **STAFF PRESENT:** Mr. Robb Etnyre, General Manager
12 Mr. Jeff Menasco, Director of Aviation
13 Ms. Liza Smith, Director of Finance & Administration
14 Mr. Vince Wawrzynski, Director of Operations & Maintenance
15 Mr. Josh Nelson, District Legal Counsel
16 Ms. Lauren Tapia, HR Manager/District Clerk

17 **VISITORS’ PRESENT: 0**

18 **PUBLIC COMMENT ON CLOSED SESSION ITEM:** None.

19 **CLOSED SESSION**

20 • CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
21 ○ Significant exposure to litigation pursuant to paragraph (3) of subdivision (d) of Section
22 54956.9: 1 case

23 **ADJOURN OUT OF CLOSED SESSION: 4:05 PM**

24 President Diamond reported out of closed session that there was no reportable action.

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

26 **VISITORS PRESENT: 14**

27 **SPECIAL ORDERS OF BUSINESS:** None

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

29 Mr. Brent Collinson, Truckee Resident, made a public comment expressing appreciation to TTAD staff
30 member, Mr. David Van Quest, for his help rescuing a local off leash dog from harm.

31 **MODIFICATION OF AGENDA:** Mr. Robb Etnyre requested to pull the JSX Public Charter Operations
32 Agreement and Airport Office Building items from the agenda and place them on a future agenda. Mr.
33 Etnyre also requested that staff pull AB 2561 (2024) Local Agencies: Vacancy Report and place it as a Public
34 Hearing on the Agenda. There was consensus from the Board to accept Mr. Etnyre and District Counsel
35 Nelson’s request.

36 **CONSENT ITEMS**

37 • Minutes: September 24, 2025, Special Meeting ----- TAB 01
38 • Minutes: September 24, 2025, Regular Meeting ----- TAB 02
39 • Monthly Service Bills and Fees – September 2025 ----- TAB 03

40 **PUBLIC COMMENT:** None.

41 **MOTION #1 OCTOBER 22, 2025:** Director Horvath motioned to approve the Consent Items Tabs 01 – 03.
42 Vice President Hetherington seconded the motion. President Diamond, Vice-President Hetherington, and
43 Directors Horvath, O’Dette, and Rohlf voted in favor of the motion. Motion passed.

44 **PUBLIC HEARING – AB 2561 (2024) LOCAL AGENCIES: VACANCY REPORT**

45 Ms. Lauren Tapia, HR Manager, reviewed TTAD’s Vacancy Report for the Board of Directors. There were
46 no questions or comments from the Board of Directors.

47 **PUBLIC COMMENT:** None.

48 Ms. Tapia noted that this report will be presented and reviewed by the Board of Directors on an annual
49 basis.

50 **MOTION #2 OCTOBER 22, 2025:** Vice President Hetherington motioned to accept the AB 2561 (2024)
51 Local Agencies: Vacancy Report. Director Horvath seconded the motion. President Diamond, Vice-
52 President Hetherington, and Directors Horvath, O’Dette, and Rohlf voted in favor of the motion. Motion
53 passed.

54 **APPROVAL OF THE 2026 FINAL BUDGET (TAB 05)**

55 Ms. Smith noted that the Board held a second budget workshop earlier in the afternoon to review the few
56 changes that were made at the first budget workshop on September 24, 2025. There were no additional
57 changes identified at the second Budget workshop. Staff recommends that the Board approve the
58 proposed Operating, Capital, and Reserve budgets for calendar year 2026 as presented. The Board had no
59 questions or comments on the 2026 Final Budget.

60 **PUBLIC COMMENT:** None.

61 **MOTION #3 OCTOBER 22, 2025:** Vice President Hetherington motioned to approve the Operating, Capital,
62 and Reserve Budgets for Calendar Year 2026 as presented. Director Horvath seconded the motion.
63 President Diamond, Vice-President Hetherington, and Directors Horvath, O’Dette, and Rohlf voted in favor
64 of the motion. Motion passed.

65 **2026 TRUCKEE TAHOE AIRSHOW AND FAMILY FESTIVAL (TAB 06)**

66 Mr. Etnyre noted that at the June 25, 2025, Regular Board meeting, the TTAD Board provided guidance to
67 staff to plan for another Air Show in 2026. Following further review, District staff have solicited
68 professional air show services from a business whose primary focus is producing air shows, as well as
69 collaborated with community groups to coordinate the family festival portion of the event. The District
70 has budgeted \$300,000 for the 2026 Truckee Tahoe Air Show and Family Festival, which is consistent with
71 past event budgets.

72 The Board reviewed its questions and comments on the agenda item. Discussion ensued regarding the
73 number of volunteer groups that have agreed to participate, potential challenges associated with change
74 management for the 2026 event, and possible financial reimbursement for volunteer groups assisting with
75 the organization and hosting of air show and family festival activities.

76 **PUBLIC COMMENT:** None.

77 Mr. Etnyre noted that staff have received the feedback they have requested and that staff will continue
78 to move forward with their outlined plan to execute an Airshow and Family festival on June 20, 2026.

79 **TTAD VACANT PROPERTY ON SOARING WAY (TAB 09)**

80 At 4:50 PM, President Diamond recused himself and left the meeting room due to his conflict of interest
81 as a paid contractor with the Town of Truckee.

Mr. Etnyre stated that the District has received interest in developing portions of the highlighted parcel of land for non-aviation and non-District purposes. Specific interest has been expressed in both a community housing development project and public facilities. To further explore potential uses of this parcel, staff is seeking Board guidance on the long-term requirements and appropriate uses for the land.

The land was acquired by the District without federal funding; therefore, while its use and disposal are subject to FAA review, such review is limited. Mr. Etnyre noted that the two primary options for this land, subject to zoning review, are to dispose of the property through a fair-market sale or to enter into a long-term lease (20–30 years).

The Board reviewed its questions and comments on the agenda item. Discussion ensued regarding how the idea of selling or leasing the vacant land originated, the pros and cons of leasing versus selling, who had expressed interest in the property, the Board members' initial preferences regarding selling or leasing, whether the property on Soaring Way could be subdivided, and other vacant properties similar to the Soaring Way parcel owned by the Airport.

PUBLIC COMMENT:

Ms. Jen Calloway, Town of Truckee's Town Manager, made a public comment on the TTAD Vacant Property on Soaring Way agenda item.

Mr. James Blatner, Town of Truckee's Office of Emergency Services Manager, made a public comment on the TTAD Vacant Property on Soaring Way agenda item.

Ms. Lisa Madden, Town of Truckee Police Department Captain, made a public comment on the TTAD Vacant Property on Soaring Way agenda item.

Mr. Kyle Vickers, Town of Truckee Police Department Captain, made a public comment on the TTAD Vacant Property on Soaring Way agenda item.

Discussion ensued regarding the need for additional information on leasing versus selling, and the importance of the District pursuing an RFI/RFP process to solicit interest and proposals from all parties for the District's vacant land. There was Board consensus to hold a special meeting at a future date to discuss the use of the Airport's vacant land, to develop an RFI process for the property, and to conduct subsequent discussions to determine the best fit for the District.

BREAK: 5:38 PM – 5:57 PM

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

- Truckee Tahoe Workforce Housing Agency Update

No update.

- Town of Truckee River Revitalization Steering Committee

No update.

- Climate Transformation Alliance Report

Director Horvath provided a CTA update and high-level takeaways from the strategic planning session that was held in September.

- ACT Board of Directors Attendance

Mr. Etnyre reviewed the next ACT meeting topic: Winter Weather and Snow Operations overview. President Diamond and Director Rohlf noted their desire to attend the next meeting.

- TNT-TMA Report

122 Mr. Etnyre noted that there was nothing further to report outside of what was provided.

123 **GENERAL MANAGER'S REPORT (TAB 11)**

124 Mr. Etnyre reviewed the General Manager's report.

125 District Counsel Josh Nelson noted that the California Legislative Session has closed, and BBK is in the
126 process of reviewing all of the bills and will likely include a summary of the bills that will impact the District
127 at the January General Counsel's briefing.

128 Mr. Menasco reviewed the quarterly Operations and Comment Report as well as the Summer Runway
129 Utilization Report.

130 Ms. Smith reviewed the quarterly Finance and Administration Report.

131 **PUBLIC COMMENT:**

132 Mr. Steve Ingebretson, made a public comment on the Summer Runway Utilization Report.

133 **ROLLING AGENDA (TAB 12)**

134 Mr. Etnyre reviewed the Rolling Agenda for the Board of Directors. Mr. Etnyre noted that staff will add
135 the appointment of Board President, Vice President, and Internal Auditor to the Rolling agenda for
136 December. As well as the initial framework for the discussion of vacant land use, the JSX Public Charter
137 Operations Agreement, and the Airport Office Building discussion.

138 **STAFF AND BOARD MEMBER CONFERENCE ATTENDANCE REPORT(S)**

139 Mr. Wawrzynski reviewed a summary of key takeaways from his attendance at the Annual California
140 Airport Association conference. Director Rohlf and Ms. Tapia reviewed their key takeaways of their
141 attendance at Nevada County's Sustainability Summit.

142 **BOARD MEMBER ANNOUNCEMENTS:** None.

143 **ADJOURN**

144 **PUBLIC COMMENT:** None

145 **MOTION #4 OCTOBER 22, 2025:** Director O'Dette motioned to adjourn the meeting. Vice President
146 Hetherington seconded the motion. President Diamond, Vice-President Hetherington, and Directors
147 Horvath, O'Dette, and Rohlf voted in favor of the motion. Motion passed.

148 At 6:28 PM the October 22, 2025, a regular meeting of the Truckee Tahoe Airport Board of Directors
149 adjourned.

150 **THIS SET OF MINUTES IS A CONDENSED VERSION OF THE OCTOBER 22, 2025, REGULAR BOARD**
151 **MEETING. TO WATCH THE MEETING IN ITS ENTIRETY:** [https://ttm.open.media/sessions/328922/truckee-](https://ttm.open.media/sessions/328922/truckee-tahoe-airport-board-regular-meeting-october-22-2025)
152 [tahoe-airport-board-regular-meeting-october-22-2025](https://ttm.open.media/sessions/328922/truckee-tahoe-airport-board-regular-meeting-october-22-2025)