

1 The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS
2 regular meeting held Wednesday, January 28, 2026, 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 David Diamond
7 Vice President Greg Horvath
8 Director Mary Hetherington
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 (via teleconference)
14 Mr. Vince Wawrzynski, Director of Operations & Maintenance
15 Mr. Josh Nelson, District Legal Counsel representative
16 Ms. Lauren Tapia, HR Manager/District Clerk

17 **VISITORS’ PRESENT: 11**

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

19 **CLOSED SESSION**

- 20 • CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - 21 ○ Property: 10266 Truckee Airport Rd, Truckee, CA 96161
 - 22 ○ Agency negotiator: Robb Etnyre, General Manager
 - 23 ■ Negotiating parties: Truckee River Ventures Inc, dba Lift Truckee
 - 24 ○ Under negotiation: Rent and Terms of Rental Payments

25 **ADJOURN OUT OF CLOSED SESSION: 4:25 PM**

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

27 **CALL MEETING TO ORDER: 4:32 PM**

28 **VISITORS PRESENT: 22**

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

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

31 **MODIFICATION OF AGENDA:** President Diamond requested to move Agenda Item 9 – Airport Office
32 Building RFP Award ahead of the Consent Items. There was consensus from the Board for President
33 Diamonds modification of the agenda request.

34 **AIRPORT OFFICE BUILDING RFP AWARD (TAB 07)**

35 President Diamond noted that the Board of Directors authorizes the General Manager to enter into lease
36 negotiations between the Truckee Tahoe Airport District and Truckee River Ventures, Inc., dba Lift
37 Truckee, for the Airport Office Building located at 10266 Truckee Airport Road, Truckee, CA 96161, with
38 any proposed agreement to be brought back to the Board of Directors at a future meeting for action.

39 **CONSENT ITEMS**

- 40 • Minutes: December 3, 2025, Regular Meeting ----- TAB 01

- 41 • Minutes: December 10, 2025, Special Meeting ----- TAB 02
- 42 • Monthly Service Bills and Fees – November and December 2025 ----- TAB 03
- 43 • Alternative Meeting Dates to Accommodate Nev. County Elections Voting Centers ----- TAB 04
- 44 • Policy Instruction 110 – Personnel Policies – Redline Update ----- TAB 05
- 45 • Districtwide Employee Performance Bonus ----- TAB 06

46 Director Rohlf requested to pull Tab Item 06 – Districtwide Employee Performance Bonus.

47 **PUBLIC COMMENT:** None.

48 **MOTION #1 JANUARY 28, 2026:** Director Hetherington motioned to approve the Consent Items Tabs 01
 49 – 05. Director Rohlf seconded the motion. President Diamond, Vice-President Horvath, and Directors
 50 Hetherington, O’Dette, and Rohlf voted in favor of the motion. Motion passed.

51 Director Rohlf reviewed her questions and comments on the Districtwide Employee Performance Award.
 52 Discussion ensued regarding the process of requesting a Districtwide bonus, the desired timing of
 53 potential future requests and where it is placed on the agenda, peanut butter performance bonus
 54 concepts, explanation of net value of the award, and the difference between company wide performance
 55 and individual employee performance.

56 **PUBLIC COMMENT:** None.

57 **MOTION #2 JANUARY 28, 2026:** Vice President Horvath motioned to approve a Districtwide Employee
 58 Performance Award Bonus of \$600 (Gross) for each employee for FY 2025. Director O’Dette seconded the
 59 motion. President Diamond, Vice-President Horvath, and Directors Hetherington, O’Dette, and Rohlf
 60 voted in favor of the motion. Motion passed.

61 **SPECIAL PRESENTATION**

62 **ANNUAL BOARD OF DIRECTORS TRAINING – PRESENTED BY DISTRICT COUNSEL JOSH NELSON (BBK)**

63 District Counsel Nelson reviewed the annual Board of Directors training for the Board of Directors.
 64 Discussion ensued regarding the various ways the Board of Directors can attend meetings.

65 **PUBLIC COMMENT:** None.

66 The Board of Directors thanked District Counsel Nelson for his presentation.

67 **ACTION ITEM**

68 **TRUCKEE LIBRARY FUNDING (TAB 07)**

69 Mr. Robb Etnyre introduced the agenda item for the Board of Directors. Mr. Etnyre noted that Investing
 70 in the new library directly supports TTAD’s mission to invest in opportunities that provide sustained
 71 benefit to the entire Truckee-Tahoe Region. This facility is a key resource with a lasting impact on the
 72 region. The new library will be a prime location for training, education, and job promotion across various
 73 career fields, including those essential to the aviation industry. The library will offer space for job training,
 74 STEAM education, and self-certification classes, preparing the next generation of professionals. Beyond
 75 education and workforce development, the library will address significant infrastructure deficiencies
 76 identified by the Town’s Office of Emergency Services (OES).

77 Ms. April Cole, Executive Director of the Friends of the Truckee Library (FOTL), provided an informational
 78 presentation regarding the proposed Regional Truckee Library project.

79 The Board of Directors reviewed the agenda item and provided questions and comments. Discussion
 80 ensued regarding the District’s available funds that could potentially contribute toward strategic
 81 initiatives identified in the Strategic Plan; whether any potential Airport contribution for this project would
 82 be contingent upon matching funds; which budget year such a contribution might be drawn from; the

83 level of interest from other local districts in participating as funding partners for the Truckee Library; and
84 the development of a funding framework based on contingent milestones being achieved.

85 **PUBLIC COMMENT:** None.

86 There was consensus from the Board for the General Manager to enter into negotiations with the Friends
87 of the Truckee Library to develop a funding agreement for a potential contribution from District operating
88 funds at an approximate \$2 million funding level, with final terms, including whether the contribution
89 would be structured as a matching fund or a fixed commitment, to be determined. Staff will bring back a
90 draft agreement for potential Board approval at a future meeting date.

91 **DISCUSSION ITEMS**

92 **TTAD BOARD OF DIRECTORS TEAM BUILDING PROGRAM**

93 The Board of Directors held a discussion regarding the potential hosting of a special workshop focused on
94 Board development. Discussion ensued regarding the workshop topics, Director self-assessment, the
95 collection of staff feedback on Board performance, whether the workshop should be independently
96 facilitated or self-led, and possible workshop dates.

97 There was consensus from the Board to center the workshop on a Director self-assessment, to obtain staff
98 feedback on Board performance with results provided in advance of the workshop, and to schedule the
99 workshop for Monday, March 23, 2026, from 10:00 a.m. to 2:00 p.m., with the possibility of shortening
100 the time block depending on the finalized agenda.

101 **PUBLIC COMMENT:** None.

102 **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 09)**

- 103
 - Truckee Tahoe Workforce Housing Agency Update

104 Ms. Tapia noted that a summary has been provided for the Board and would be available to answer any
105 questions. Discussion ensued regarding the TTWHA's operating budget, TTAD Member Agency Fees,
106 Member Agency makeup, return on investments, TTUSD's resolution to withdraw from JPA membership,
107 and to invite the Executive Director, Ms. Heidi Alstead to provide a presentation for the Board of Directors
108 at the April 2026 regular Board meeting.

- 109
 - Town of Truckee River Revitalization Steering Committee

110 Discussion ensued regarding the potential land transfer status of the "Back 40" in relation to the Truckee
111 River Revitalization project.

- 112
 - Climate Transformation Alliance Report

113 Mr. Etnyre provided a brief update on the Climate Transformation Alliance Quarterly Meeting held on
114 January 9, 2026.

- 115
 - ACT Board of Directors Attendance

116 Discussion ensued regarding the transition of ACT meetings to Fly Safe, efforts to continue encourage
117 community participation, and various education topics to consider covering. Mr. Etnyre noted that staff
118 is currently developing the 2026 agenda and thanked the Board for their feedback, which will be taken
119 into consideration.

- 120
 - TNT-TMA Report

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

122 **PUBLIC COMMENT:** None.

123 **MANAGEMENT TEAM REPORTS**

124 **GENERAL MANAGER'S REPORT (TAB 10)**

125 Mr. Etnyre reviewed the General Manager's report. Specifically, Mr. Etnyre reviewed Item 1. in his report:
126 Truckee Tahoe Airport District 2026 – 2028 Strategic Plan Priorities.

127 Mr. Menasco reviewed the Aviation and Community Services and annual Operations and Comment Report
128 charts. Discussion ensued regarding the status of the STEAM Building, and the TBM Pilot's Clinic.

129 Ms. Smith reviewed the monthly Finance and Administration Report.

130 **PUBLIC COMMENT:** None.

131 **ROLLING AGENDA (TAB 11)**

132 Mr. Etnyre reviewed the rolling agenda and noted that adjustments will be made to the February, March,
133 and April agendas to help balance workload and Board priorities. Mr. Etnyre noted that the addition of
134 two workshops to the schedule will be added to the Rolling Agenda.

135 **STAFF AND BOARD MEMBER CONFERENCE ATTENDANCE REPORT(S):** None.

136 **BOARD MEMBER ANNOUNCEMENTS:** None.

137 **CLOSED SESSION**

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

139 **ADJOURN TO CLOSED SESSION:** 6:52 PM

- 140 • PUBLIC EMPLOYEE PERFORMANCE EVALUATION
- 141 ○ TITLE: GENERAL MANAGER

142 **ADJOURN OUT OF CLOSED SESSION:** 9:15 PM

143 President Diamond noted that there was no reportable action.

144 **ADJOURN**

145 **PUBLIC COMMENT:** None

146 **MOTION #3 JANUARY 28, 2026:** Vice President Horvath motioned to adjourn the meeting. Director
147 Hetherington seconded the motion. President Diamond, Vice-President Horvath, and Director
148 Hetherington voted in favor of the motion. Motion passed.

149 At 9:15 PM on January 28, 2026, a regular meeting of the Truckee Tahoe Airport Board of Directors
150 adjourned.

151 **THIS SET OF MINUTES IS A CONDENSED VERSION OF THE JANUARY 28, 2026, REGULAR BOARD**
152 **MEETING. TO WATCH THE MEETING IN ITS ENTIRETY:** [https://ttm.open.media/sessions/333451/truckee-](https://ttm.open.media/sessions/333451/truckee-tahoe-airport-board-january-28-2026?category=458)
153 [tahoe-airport-board-january-28-2026?category=458](https://ttm.open.media/sessions/333451/truckee-tahoe-airport-board-january-28-2026?category=458)