

The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS special meeting held Wednesday, January 14, 2021 via live web streaming.

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

**PLEDGE OF ALLEGIANCE**

**DIRECTORS PRESENT:** President Teresa O’Dette (via Teleconference)  
Vice President Mary Hetherington (via Teleconference)  
Director David Diamond (via Teleconference)  
Director Kat Rohlf (via Teleconference)  
Director Rick Stephens (via Teleconference)

**STAFF PRESENT:** Mr. Kevin Smith, General Manager (via Teleconference)  
Mr. Hardy Bullock, Director of Aviation & Community Services (via Teleconference)  
Mr. Josh Nelson, District Legal Counsel (via Teleconference)  
Ms. Lauren Tapia, HR Manager/District Clerk (via Teleconference)

**VISITORS PRESENT:** 6

**MODIFICATION OF AGENDA:** None.

**SPECIAL ORDERS OF BUSINESS:** None.

**PUBLIC COMMENT:** None.

**PART A – OVERVIEW AND REVIEW**

Mr. Smith welcomed the Board to the special Board workshop. Mr. Smith reviewed each section of the agenda. Mr. Smith noted the first part is to review the flight procedures, second is to review what the outreach meetings with be like for the public, and third is to review an example of the neighborhood fireside chats.

Ms. Katie Franco, Aviatrix, highlighted the draft micro site for the Flight Procedure community outreach meetings.

Mr. Bullock reviewed the flight procedure feasibility study overview via playing a video.

Mr. Bullock played sample videos that would be used for the public and community wide outreach meetings, which include animations and sample static boards.

Director Diamond reviewed his comments and suggested edits.

Vice President Hetherington review her comments and suggested edits.

Director Stephens reviewed his comments and suggested edits.

Director Rohlf reviewed her comments and suggested edits.

To listen to each Director’s comments and suggested edits in their entirety please go to: <https://ttm.open.media/sessions/160743/truckee-tahoe-airport-board-special-meeting?category=458> and skip to 42:55 of the recording.

Staff acknowledged and accepted each Director’s comments and suggested edits.

**PUBLIC COMMENT:**

Ms. Ruth Cross made a public comment not in favor of proposed procedures over downtown Truckee neighborhoods.

Mr. Brian Biega made a public comment not in favor of proposed procedures over downtown Truckee neighborhoods.

Mr. Dan Cockrum made a public comment not in favor of proposed procedures over downtown Truckee neighborhoods.

#### **PART B – SAMPLE DISTRICT WIDE PUBLIC OUTREACH MEETING**

Mr. Bullock reviewed the sample community outreach agenda/diagram. Director Stephens inquired if Board members would be able to attend public outreach meetings. Discussion ensued about the number of Board members that could attend public outreach meetings without it triggering the Brown Act. District Counsel Nelson noted that he can bring back further information regarding this.

Ms. Franco reviewed the summary of the outreach meeting and highlighted the digital meeting rooms. Discussion ensued about the digital meeting rooms, the site needing to be mobile friendly, and the overall feeling of what is being presented as too “glitzy.” There was Board consensus to have the micro site to be built out further and to not utilize the digital meeting rooms that were presented. Discussion transitioned to creating a Board ad hoc committee for the community outreach meetings to help speed up the roll out timeline. There was Board consensus to not form an ad hoc committee but urged staff to stay on top of the project and to not lose momentum. Staff agreed and indicated they would send out information to the Board as soon as it is ready allowing Board input at each stage of the process.

**PUBLIC COMMENT:** None.

#### **PART C – SAMPLE DISTRICT WIDE PUBLIC OUTREACH MEETING**

Mr. Bullock reviewed the framework for the regional fireside chat breakout rooms. Mr. Bullock played the videos that will be played in the fireside chat rooms. Discussion ensued regarding the video’s length being too long, breaking up the video to allow for conversation after each procedure, or only showing procedures that pertain to each region. There was consensus from the Board to have staff bring back an updated framework/examples of the regional fireside chat rooms in January or February.

**PUBLIC COMMENT:**

Mr. Dan Cockrum made a public comment about outreach collateral needing to be more detailed on the maps.

#### **ADJOURN**

**MOTION #1 JANUARY-14-2021 S:** Vice President Hetherington motioned to adjourn the meeting. Director Stephens seconded the motion. President O’Dette, yes. Vice President Hetherington, yes. Director Stephens, yes. Director Rohlf, yes. Director Diamond, yes. The motion passed via roll call vote.

At 3:58 PM the January 14, 2021 special meeting of the Truckee Tahoe Airport Board of Directors adjourned.

**THIS SET OF MINUTES IS A CONDENSED VERSION OF THE JANUARY 14, 2020 SPECIAL BOARD MEETING. TO WATCH THE MEETING IN ITS ENTIRTY:** <https://ttm.open.media/sessions/160743/truckee-tahoe-airport-board-special-meeting?category=458>

Teresa O'Dette, President of the Board

DocuSigned by:  
*Teresa O'Dette*  
A4287FE8596B484...

---

Kevin Smith, Secretary of the Board

DocuSigned by:  
*Kevin Smith*  
53C802FCA4BE411...

---