

The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular meeting held Wednesday, August 27, 2025, Truckee Tahoe Airport District Community Room A & B, located at the Truckee Airport, 10356 Truckee Airport Road, as well as live stream.

**CALL MEETING TO ORDER:** 3:00 PM

**PLEDGE OF ALLEGIANCE**

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

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

**VISITORS PRESENT:** 0

**CLOSED SESSION**

- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
  - Paragraph (1) of subdivision (3) of section 54956.9
    - Name of Case: Truckee Fire Protection District v. County of Placer, et al., Sacramento Superior Court, Case No. 25WM000083

**ADJOURN OUT OF CLOSED SESSION:** 4:15 PM

President Diamond reported out of closed session that the Board directed District Counsel to defend the lawsuit cited in closed session.

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

**VISITORS PRESENT:** 08

**SPECIAL ORDERS OF BUSINESS:** None

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

**MODIFICATION OF AGENDA:** None.

**CONSENT ITEMS**

- Minutes: July 11, 2025, Special Meeting ----- TAB 01
- Minutes: July 23, 2025, Regular Meeting ----- TAB 02
- Monthly Service Bills and Fees – July 2025 ----- TAB 03
- Multi-Year Lease Agreements ----- TAB 04
  - a. Mountain Lion: 5-year Commercial Operating Permit
  - b. TDRPD (Bike Park): 10-year License Agreement

Vice President Hetherington requested to pull Tab Item 04b.

**PUBLIC COMMENT:** None.

**MOTION #2 AUGUST 27, 2025:** Director O’Dette motioned to approve the Consent Items Tabs 01 – 04a. Director Horvath seconded the motion. President Diamond, Vice-President Hetherington, and Directors Horvath, O’Dette, and Rohlf voted in favor of the motion. Motion passed.

Vice President Hetherington expressed concerns regarding the liability and increased risk associated with the new phases of the bike park. Mr. Sven Leff, General Manager of the Truckee Donner Recreation and Park District (TDRPD), was invited by the Board to provide feedback on Vice President Hetherington’s concerns. Discussion ensued regarding the compatibility of land use of the park and its proximity to the end of Runway 11, TDRPD providing an annual report for the Board of Directors, the plan sets/engineering of the larger jump features of the Bike Park, the “off ramp” noted in the license agreement, and the liability of risk the bike park presents to the District.

**PUBLIC COMMENT:** None

**MOTION #2 AUGUST 27, 2025:** Director O’Dette motioned to Tab Item 04b as presented. Director Horvath seconded the motion. President Diamond, and Directors Horvath, O’Dette, and Rohlf voted in favor of the motion. Vice President Hetherington opposed the motion. Motion passed.

#### **JSX CHARTER OPERATIONS AT TRUCKEE TAHOE AIRPORT**

Mr. Robb Etnyre and Mr. Jeff Menasco reviewed the potential JSX Charter Operations at the Truckee Tahoe Airport District. The Board reviewed their questions and comments on the agenda item. Discussion ensued regarding the potential revenue JSX operations would bring to the airport, the impact of JSX’s operations and their potential schedule, TRK’s weather environment that could impact JSX operations, JSX’s use of TRK’s terminal lobby space, and the necessity of executing a well-crafted communication outreach plan regarding JSX’s operations at TRK. District staff noted that further details will be brought to the Board at a future meeting.

**PUBLIC COMMENT:** None

#### **BOARD COMMITTEE ASSIGNMENTS AND AD HOC COMMITTEE REPORTS (TAB 05)**

- Truckee Tahoe Workforce Housing Agency Update

Ms. Lauren Tapia reviewed the TTWHA monthly update.

- Town of Truckee River Revitalization Steering Committee

Nothing to update

- Climate Transformation Alliance Report

Director Horvath noted that CTA has a strategic planning meeting in September and will have more to report after that.

- ACT Board of Directors Attendance

Mr. Etnyre noted that there was no ACT meeting in August and that the September ACT meeting will be on September 26, 2025, which will be the summer Noise Forum. Staff noted that if more than two Board members wish to attend the Noise Forum, staff will develop a notice of a quorum for the event.

- TNT-TMA Report

Mr. Etnyre noted that there will be a reassignment of staff to this committee and that further updates are forthcoming.

#### **GENERAL MANAGER'S REPORT (TAB 06)**

Mr. Etnyre welcomed Ms. Liza Smith as the new Director of Finance and Administration. Mr. Etnyre noted that the FAA would like to close out TTAD's A2 FAA Grant Application; a reply is due to the FAA by 9/12. Staff will be planning to host individual meetings with the board and Ms. Smith, and himself to review the draft CY 2026 budget ahead of the Budget Workshop.

District Counsel Josh Nelson noted that the State Legislature process is almost complete. A summary will be provided to the Board once we understand which Bills will likely be signed by the Governor.

Mr. Menasco reviewed the monthly Operations and Comment Report.

Ms. Smith reviewed the monthly Finance and Administration Report. Discussion ensued regarding the "interest/other revenue" line item; the operating expenses line item will be expanded next month with more detail, and winter hangar damage insurance reimbursement.

**PUBLIC COMMENT:** None.

#### **ROLLING AGENDA (TAB 07)**

Mr. Etnyre reviewed the Rolling Agenda for the Board of Directors. Mr. Etnyre noted there will be budget workshops held ahead of the regular September and October board meetings, as well as an additional special Board meeting will be held on September 9<sup>th</sup> to address the FAA Grant Application response.

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

None.

#### **BOARD MEMBER ANNOUNCEMENTS**

#### **ADJOURN**

**PUBLIC COMMENT:** None

**MOTION #3 AUGUST 27, 2025:** Director O'Dette motioned to adjourn the meeting. Director Rohlf seconded the motion. President Diamond, Vice-President Hetherington, and Directors Horvath, O'Dette, and Rohlf voted in favor of the motion. Motion passed.

At 5:53 PM the August 27, 2025, a regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

**THIS SET OF MINUTES IS A CONDENSED VERSION OF THE AUGUST 27, 2025, REGULAR BOARD MEETING. TO WATCH THE MEETING IN ITS ENTIRETY: <https://ttm.open.media/sessions/325894/truckee-tahoe-airport-board-august-27-2025?category=458>**

Signed by:

*David Diamond*

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**David Diamond, Board President**

Signed by:

*Robb Etnyre*

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**Robb Etnyre, Board Secretary**