

The following is a **condensed** version of the TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS regular meeting held Wednesday, September 24, 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:** 3:15 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

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

**CLOSED SESSION**

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

**ADJOURN OUT OF CLOSED SESSION:** 4:10 PM

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

**CALL MEETING TO ORDER:** 4:33 PM

**VISITORS PRESENT:** 9

**SPECIAL ORDERS OF BUSINESS:** None

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

**MODIFICATION OF AGENDA:** Mr. Robb Etnyre requested to pull the 2026 Truckee Tahoe Airshow and Family Festival from the Agenda and move it to the October Regular Board meeting. There was consensus from the Board to accept Mr. Etnyre’s request.

**CONSENT ITEMS**

- Minutes: August 27, 2025, Regular Meeting ----- TAB 01
- Minutes: September 09, 2025, Special Meeting ----- TAB 02
- Monthly Service Bills and Fees – August 2025 ----- TAB 03
- RESOLUTION 2026-06 Signature Cards Wells Fargo Bank ----- TAB 04

**PUBLIC COMMENT:** None.

**MOTION #1 SEPTEMBER 24, 2025:** Vice President Hetherington motioned to approve the Consent Items Tabs 01 – 04. Director O’Dette seconded the motion. President Diamond, Vice-President Hetherington, and Directors Horvath, O’Dette, and Rohlf voted in favor of the motion. Motion passed.

## **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

Mr. Jeff Menasco reviewed the monthly Town of Truckee River Revitalization Steering Committee update.

- Climate Transformation Alliance Report

Mr. Etnyre noted that he and Director Horvath will attend the CTA's Strategic Planning session which will be held on September 25, 2025.

- ACT Board of Directors Attendance

Mr. Etnyre noted that there was no regular ACT meeting in September and that instead the District will be hosting a Community Noise Meeting on September 26, 2025, at Riverview Sports Park. A notice of a potential quorum will be posted which will allow more than a majority of Board members to attend.

- TNT-TMA Report

Mr. Etnyre noted Mr. Larry Finney's monthly report, and that Mr. Finney will be presenting his report at future Board meetings.

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

Mr. Etnyre reviewed the General Manager's report. Mr. Etnyre noted that work continues on Phase II of the Apron A2 Reconstruction project and there has been a delay to the completion date due to asphalt quality. More information to come. Staff continue to work to finalize an agreement with JSX and TTAD. Staff anticipate that they will bring a final draft agreement for Board review soon.

District Counsel Josh Nelson noted there was not a District Counsel Report this month.

Mr. Menasco reviewed the monthly Operations and Comment Report.

Ms. Smith reviewed the monthly Finance and Administration Report.

**PUBLIC COMMENT:** None.

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

Mr. Etnyre reviewed the Rolling Agenda for the Board of Directors. Mr. Etnyre noted there will be another control burn in Waddle Ranch by CalFIRE depending on weather conditions in the upcoming weeks, the Airshow agenda item will be presented in October, options associated with a potential lease or sale of District property on Soaring Way to the Town of Truckee, and potential options for the future of the Lift at the Airport Office Building.

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

Mr. Etnyre noted that Mr. Wawrzynski will present a report of his attendance at the Annual California Airport Association conference at the October Board meeting. Mr. Etnyre stated that he will attend the North American Sustainable Aviation Fuel Conference in October.

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

**ADJOURN TO CLOSED SESSION:** 5:01 PM

**CLOSED SESSION**

- GENERAL MANAGER PERFORMANCE REVIEW
  - Government Code 54957
  - Quarterly Performance Review

**ADJOURN OUT OF CLOSED SESSION: 5:33 PM**

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

**BOARD MEMBER ANNOUNCEMENTS**

**ADJOURN**

**PUBLIC COMMENT:** None

**MOTION #2 SEPTEMBER 24, 2025:** Director O'Dette motioned to adjourn the meeting. Vice President Hetherington seconded the motion. President Diamond, Vice-President Hetherington, and Directors Horvath, O'Dette, and Rohlf voted in favor of the motion. Motion passed.

At 5:34 PM the September 24, 2025, a regular meeting of the Truckee Tahoe Airport Board of Directors adjourned.

**THIS SET OF MINUTES IS A CONDENSED VERSION OF THE SEPTEMBER 24, 2025, REGULAR BOARD MEETING. TO WATCH THE MEETING IN ITS ENTIRETY:** <https://ttm.open.media/sessions/327559/truckee-tahoe-airport-board-regular-meeting-sept-24-2025?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**