

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

VISITORS’ PRESENT: 11

PUBLIC COMMENT ON CLOSED SESSION ITEM: None.

CLOSED SESSION

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

ADJOURN OUT OF CLOSED SESSION: 4:25 PM

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

CALL MEETING TO ORDER: 4:32 PM

VISITORS PRESENT: 22

SPECIAL ORDERS OF BUSINESS: None.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA: None.

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

AIRPORT OFFICE BUILDING RFP AWARD (TAB 07)

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

CONSENT ITEMS

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

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

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

PUBLIC COMMENT: None.

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

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

PUBLIC COMMENT: None.

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

SPECIAL PRESENTATION

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

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

PUBLIC COMMENT: None.

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

ACTION ITEM

TRUCKEE LIBRARY FUNDING (TAB 07)

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

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

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

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

PUBLIC COMMENT: None.

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

DISCUSSION ITEMS

TTAD BOARD OF DIRECTORS TEAM BUILDING PROGRAM

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

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

PUBLIC COMMENT: None.

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

- Truckee Tahoe Workforce Housing Agency Update

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

- Town of Truckee River Revitalization Steering Committee

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

- Climate Transformation Alliance Report

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

- ACT Board of Directors Attendance

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

- TNT-TMA Report

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

PUBLIC COMMENT: None.

MANAGEMENT TEAM REPORTS

GENERAL MANAGER'S REPORT (TAB 10)

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

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

Ms. Smith reviewed the monthly Finance and Administration Report.

PUBLIC COMMENT: None.

ROLLING AGENDA (TAB 11)

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

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

BOARD MEMBER ANNOUNCEMENTS: None.

CLOSED SESSION

PUBLIC COMMENT ON CLOSED SESSION ITEM: None.

ADJOURN TO CLOSED SESSION: 6:52 PM

- PUBLIC EMPLOYEE PERFORMANCE EVALUATION
 - TITLE: GENERAL MANAGER

ADJOURN OUT OF CLOSED SESSION: 9:15 PM

President Diamond noted that there was no reportable action.


ADJOURN

PUBLIC COMMENT: None

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

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

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

Signed by:

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David Diamond, Board President

Signed by:

Robb Etnyre

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Robb Etnyre, Board Secretary