



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTOR STAFF REPORT**

AGENDA TITLE: Airport Community Advisory Team Update & Selection Process

MEETING DATE: August 23, 2017

PREPARED BY: Hardy Bullock, Director of Aviation & Community Services

RECOMMENDED ACTION: No action required on this guidance item.

DISCUSSION: Staff is pursuing candidates to fulfill one pilot seat with a term beginning in September of 2017. One incumbent candidate for the open community spot has expressed interest in being reselected for ACAT service. This member has fulfilled their commitment to the Team and has served with distinction. No other community candidates have expressed interest to date. Staff will forward all applications to the Board for consideration as they are received.

The regularly scheduled ACAT meeting on August 7, 2017 did not have a quorum and was unable to convene. Staff has reached out to each ACAT member to discuss their commitment to the group and ensure that scheduled meetings are attended. If in the future attendance or participation is problematic Staff will inform the Board and make recommendation to identify new members, new times for meetings, or new methods to comprise a constructive Community Advisory Team.

Below is a summary from the last staff report outlining the selection process:

ACAT's mission is to reduce impact from aircraft activities on the surrounding community and enhance the benefit of the airport to the community at large. This 6 member appointed team consists of 3 pilot members and 3 community members who each serve at the will of the Board for a term of three years beginning and ending annually in September. Each September one Pilot member and one Community member complete their term. The traditional method of recruitment is outlined below:

- Staff queries each retiring member to ascertain if they wish to be reappointed.
- Staff advertises for a minimum of one month in the following media channels for new members
 - Sierra Sun News Paper
 - Lake Tahoe Bonanza
 - KTKT Truckee Tahoe Radio
 - District E-Blast
 - Word of mouth encouragement from staff, ACAT, and Board.

The resultant effort usually produces one or two pilot candidates and 6-8 Community Candidates. The candidates write a letter of interest and provide a resume. Staff contacts them and discussed the commitment and answers any questions. At a minimum of two weeks prior to the Board meeting staff forwards all candidate information to the Board for review and encourages each board member to interview potential candidates. A discrete poll at the September meeting completes the selection process.

WHAT'S NEXT: AT the September poll the Board will select one pilot member and one community member for a term of three years.

FISCAL IMPACT: None, handled under routine District budget. Small savings may be gained by certain selection alternatives.

PUBLIC COMMUNICATIONS: Routine District postings and the Sierra Sun News Paper, Lake Tahoe Bonanza, KTKT Truckee Tahoe Radio, District E-Blast, and word of mouth encouragement from staff, ACAT, and Board.

SAMPLE MOTION(S): None give Staff guidance.