



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

**AGENDA TITLE: Airport Community Advisory Team (ACAT) Selection  
Process Review**

**MEETING DATE: August 26, 2020**

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

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**RECOMMENDED ACTION:** Review the ACAT member selection process. Give any needed staff guidance on the selection or reappointment of community member positions.

**DISCUSSION:** One pilot member position is open for the ACAT term from September 2020 to September 2023.

1. Joe Lorenz, Pilot Member Position Completed

Staff has forwarded one letter of interest from a local pilot to the Board on July 21, 2020 and re-sent this correspondence on August 20, 2020.

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 members complete their term. The method of recruitment includes queries of each retiring member to ascertain if they wish to be reappointed, advertisement for a minimum of one month in the Sierra Sun News Paper, Lake Tahoe Bonanza, KTKE Truckee Tahoe Radio, District E-Blast and word of mouth encouragement from staff, ACAT, and the 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 discusses the commitment and answers

any questions. At a minimum of two weeks prior to the regular September Board meeting staff forwards all candidate information to the Board for review and encourages each board member to interview potential candidates. A three-minute presentation by each candidate and a discrete poll at the September meeting completes the selection process.

**WHAT'S NEXT:** Staff will notify the Board on September 18, 2020 with all the submitted letters of interest, contact information and resumes. Staff will organize presentations from each pilot candidate for the September 23, 2020 regular Board meeting at which time the Board will complete a discrete poll and select members.

**FISCAL IMPACT:** None, handled under routine District budget.

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

**SAMPLE MOTION(S):** None

Member	Date Appointed	Term Expires
Joe Polverari	September 2015	September 2018
Chris Gage	September 2014	September 2017
Kathryn Rohlf	September 2015	September 2018
Lisa Krueger	April 2016	September 2017
Leigh Golden	September 2016	September 2019
Dan Lutkenhouse	September 2016	September 2019