



TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTOR STAFF REPORT

AGENDA TITLE: Review, Discuss, and Possibly (1) Appoint an Applicant to Fill the Vacancy on the Board of Directors, (2) Adopt a Resolution to Call a Special Election to Do So, or (3) Allow the Placer County Board of Supervisors to Fill the Vacancy.

MEETING DATE: October 13, 2020

PREPARED BY: Josh Nelson, General Counsel

RECOMMENDED ACTION: Review, discuss, and possibly (1) appoint an applicant to fill the vacancy on the Board of Directors, (2) adopt a Resolution to call a special election to do so, or (3) allow the Placer County Board of Supervisors to fill the vacancy.

DISCUSSION: At its September 4th special meeting, the Board initially considered how to move forward with filing the vacancy on the Board of Directors created by Director Morrison's resignation. The options are more particularly described in the attached memorandum but generally include: (1) appoint someone, (2) call a special election, or (3) allow the Placer County Board of Supervisors to fill the vacancy. Importantly, the Board must appoint someone or call an election by October 25th. If it fails to do so, the Placer County Board of Supervisors may do so without action by the Board.

After discussion at its September 4th, the Board directed staff to solicit applications for potential appointees and to require applicants to submit a Form 700 with their application. The Board did not commit to appointing an applicant but to consider the pool of applicants before making a final decision. The District ultimately received applications from John Jones, Jr., Lisa Krueger, Bill Quesnel, Kathryn Rohlf, and Andrew Terry. These applications are attached.

At its October 5th special meeting, the Board considered the process for interviewing and potentially selecting an applicant to fill the vacancy by appointment. In doing so, the Board outlined the process below:

- Staff Report: Staff will provide a brief introduction to the item, which will include an overview of the process.
- Public Comment: The Board will accept public comment on the item. This will include an opportunity for members of the public to suggest questions for the Board to ask applicants during the question and answer period. The Board may, but is not required to, use any of the suggested questions.
- 3 Minute Presentation: Applicants will then be given an opportunity to provide a three minute presentation to the Board regarding their qualifications and any other relevant information.
- Questions and Answers: At the conclusion of the presentation, the Board will then have the opportunity to ask questions of the applicant. No Director is required to ask a question.
- Board Discussion and Deliberation: After all applicants have presented, the Board will discuss and deliberate regarding appointing someone. In doing so, Directors may complete the applicant matrix included in the packet. The matrix requests that Directors rank each applicant in order of preference with “1” being the top choice. Staff will ask each Director to provide their assigned number for each applicant in alphabetical order. This will continue through each applicant unless the Board decides to make a motion or move to an alternative selection process.
- Motion and Vote: At any time, a Director may make a motion to appoint an applicant to fill the vacancy. This motion must be seconded and approved by three Directors. If a motion is approved, the vacancy will be filled and staff will administer the oath of office.

If the Board does not wish to appoint someone to fill the vacancy, it can call a special election. The most common way for calling a special election is a traditional election. If so, this election must be held on an established elections date. The next recognized elections date is March 2, 2021. One issue with a special election is cost. Estimates for a special election are \$240,000-\$325,000. Enclosed is a draft resolution calling a special election. As an alternative to a regular election, the Board could call an “all mail” ballot special election. This can be held on other dates more than 130 days from the resolution and are generally less expensive. However, it would still likely cost \$100,000s. Staff hopes to have more definitive cost estimates for an “all mail” ballot election at the Board meeting.

Lastly, if the Board does not appoint someone or call a special election, the Placer County Board of Supervisors will have the opportunity to do so. This will happen automatically if the Board fails to act.

ATTACHMENTS:

- A. Legal Memorandum Regarding Process for Filing the Vacancy
- B. Applicant Information and Form 700s
- C. Matrix for Evaluating Applicants

D. Resolution to Call a Special Election to Fill the Vacancy

E. Resolution to Call an All Mail Ballot Special Election to Fill the Vacancy