



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

AGENDA TITLE: Tahoe Truckee Community Foundation -
2022 Agency Partnership Applicant Recommendations

MEETING DATE: Wednesday, October 26, 2022

PREPARED BY: Marc R. Lamb, Aviation & Community Services Manager

PRESENTED BY: Phyllis McConn, Community Impact Officer - TTCF

RECOMMENDED ACTION: Staff is requesting that the Truckee Tahoe Airport District (TTAD) Board of Directors make Agency Partnership applicant selection and funding decisions based on the Tahoe Truckee Community Foundation's (TTCF) applicant rankings, recommendations, and presentation.

DISCUSSION: TTAD hired the Tahoe Truckee Community Foundation in April of 2021 as a consultant to manage the administrative and application side of the District's Agency Partnership program for the period of three application cycles (2021-2023). TTCF's Community Impact Officer, Mrs. Phyllis McConn will be presenting their findings and processes at this evening's board meeting. TTCF originally received 11 completed applications by its April 2022 deadline. One completed application (Truckee Fire Protection District) ended up finding full funding through another source (FEMA). Therefore only 10 final Agency Partnership funding requests will be presented to the Board this evening.

There is board budgeted funding of \$500,000 available for 2022 Agency Partnerships. TTCF is recommending \$416,397 in 2022 Agency Partnership funding awards to the 10 applicants.

The TTCF application review committee kept the following in mind when ranking the applications through a fair, equitable and overall community benefit lens, in the stewardship of the use of public funds: 1) TTAD's PI#311 guidelines, 2) TTAD's Mission Statement, and 3) the recommendation of TTAD's council Josh Nelson and Brent Collinson (BBK Law) from December 2020...

“Simply stated, while the prohibition on the gift of public funds limits expenditures to those serving a public purpose of TTAD, the Board of Directors has substantial discretion to determine what constitutes a public purpose. The one limitation is that public purposes are determined by reference to the purpose and powers of TTAD (i.e., the operation of an airport). Based on this, TTAD has historically and should continue to provide community sponsorships and agency partnerships to projects that further some airport-related purpose.”

APPLICANT NOTIFICATIONS: All applicants have been notified prior to this evening’s meeting of the following PI#311 guidelines (Page 7) – Lobbying or attempting to influence individual members of the Review Committee or Board of Directors regarding a specific application once the application window has opened through final Board of Director action is not permitted.

Furthermore, public presentations before the Board are not part of the application review and decision process, however, public comments as part of our regular agenda items are welcomed. In the event an applicant wishes to give public comment to the Board, TTAD recommends the organization appoint or designate a single spokesperson to represent the interests of the program or project under consideration.

WHAT’S NEXT: If the TTAD Board selects Agency Partnership applicants and determines their related funding amounts, “service and funding agreement” contract(s) will be drawn up and signed, checks will be issued, and the partnership(s) will begin. TTCF will manage the administrative side of the Agency Partnership and ensure that all contractual agreements, including TTAD recognition requirements are met.

FISCAL IMPACT: Will be determined by the TTAD Board’s Agency Partnership applicant selection decisions and distributed funding amounts (\$416,397 recommended). There is \$500,000 earmarked for Agency Partnerships in the TTAD 2022 budget. TTCF will be paid 5% of the annual Board approved distributed Agency Partnership funding amounts, (minimum of \$25,000 annually) with an ongoing commitment for the administration of the Agency Partnership program through the 2023-year cycle.

PUBLIC COMMUNICATIONS: Once an Agency Partnership is approved, the Tahoe Truckee Community Foundation will administer and market the partnership and confirm that the required TTAD recognition is in place. TTAD will also market the partnership when and where appropriate through the District’s typical community outreach methods, i.e., website, social media, and published media.

SAMPLE MOTION(S): I move to (approve, deny), (all, a portion of, or none) of (applicant’s name), Agency Partnership funding request, based on the ranking and recommendations of the Tahoe Truckee Community Foundation in the amount of (\$) for the purpose of (specific partnership request). The Agency Partnership is deemed to be of community and TTAD benefit and available to all Truckee Tahoe Airport District constituents.

ATTACHMENTS:

- TTCF Memorandum (2 pgs)
- A - Ranked Agency Partnership Application Summary (1 pg)
- B - Program Cycle Overview (2 pgs)
- C - Agency Partnership Program Scoring Rubric (3 pgs)
- Policy Instruction # 311 (11 pgs)

