TRUCKEE TAHOE AIRPORT DISTRICT BOARD OF DIRECTORS AGENDA ITEM SUMMARY

Topic: Board Meeting Time and Date Change

After review and consi applicable information,	deration by Airo			
other public agency me recommend a Board M received any direct cor	comments from eeting times and leeting time or c mments or comp	n the publ I dates, s late chan plaints fro	lic, and a revie taff does not ge. Staff has m the public	ew of not
time change, staff is a change if the Board of	greeable and re Director's decid	eady to a les the p	ccommodate	such a
The Board of Directors and staff have considered an evening meeting time change on various occasions. It was last discussed during the summer of 2012 as the Airport District was completing final installation of the broadcasting system. It was decided to wait until full broadcasting capabilities were operational, with meetings broadcast regularly, and then discuss the topic again.				
2012. Meetings are av streamed on the intern website and review me website, recorded broa meeting information ar	vailable on local let. The public of eetings at any tir adcasts and loca ad broadcasts is	televisior can acces ne. Thro al TV; pub very high	n as well as as the District ugh the use o plic accessibili n. Meeting	f our ty to
While media access to Board Meetings is high, discussions in the past have centered on the public's ability to attend meetings. As a result of our weekday morning Board Meeting schedule, some may not be able to attend due to work schedules and other commitments. While some public agencies meet during the day, it is more common for local government and public agencies to meet in the evening hours. Of the 16 local agencies surveyed all but 6 are meeting in the evenings. Generally speaking, evening meetings are regarded as the most accessible to the public if they desire to attend the meeting in person.				
		ng meetin	g schedule st	aff
	other public agency me recommend a Board M received any direct cor- regarding the current E meetings. Recognizing that there time change, staff is a change if the Board of served by an evening of the Board of Directors meeting time change of during the summer of 2 final installation of the until full broadcasting of broadcast regularly, ar The Airport District has 2012. Meetings are av- streamed on the intern- website and review me website, recorded broa- meeting information ar broadcasting and strea- public agencies. While media access to past have centered on result of our weekday not be able to attend d commitments. While s is more common for lo in the evening hours. are meeting in the eve are regarded as the me attend the meeting in p ff the Board were to me would suggest the follow	other public agency meeting times and recommend a Board Meeting time or or received any direct comments or comp regarding the current Board Meeting si- meetings. Recognizing that there may be value time change, staff is agreeable and re- change if the Board of Director's decide served by an evening meeting schedu. The Board of Directors and staff have meeting time change on various occass during the summer of 2012 as the Airp final installation of the broadcasting sy- until full broadcasting capabilities were broadcast regularly, and then discuss The Airport District has been broadcast 2012. Meetings are available on local streamed on the internet. The public of website and review meetings at any tir website, recorded broadcasts and local meeting information and broadcasts is broadcasting and streaming is only offi- public agencies. While media access to Board Meetings past have centered on the public's abil result of our weekday morning Board M not be able to attend due to work sche commitments. While some public age is more common for local government in the evening hours. Of the 16 local a are meeting in the evenings. Generall are regarded as the most accessible to attend the meeting in person. If the Board were to move to an evenir would suggest the following timeline:	other public agency meeting times and dates, s recommend a Board Meeting time or date chan received any direct comments or complaints fro regarding the current Board Meeting schedule of meetings. Recognizing that there may be value in a Boa time change, staff is agreeable and ready to a change if the Board of Director's decides the p served by an evening meeting schedule. The Board of Directors and staff have considered meeting time change on various occasions. It w during the summer of 2012 as the Airport District final installation of the broadcasting system. It w until full broadcasting capabilities were operatio broadcast regularly, and then discuss the topic The Airport District has been broadcasting its m 2012. Meetings are available on local television streamed on the internet. The public can access website and review meetings at any time. Thro website, recorded broadcasts and local TV; put meeting information and broadcasts is very high broadcasting and streaming is only offered by a public agencies. While media access to Board Meetings is high, past have centered on the public's ability to atter result of our weekday morning Board Meeting s not be able to attend due to work schedules and commitments. While some public agencies me is more common for local government and publi in the evening hours. Of the 16 local agencies are meeting in the evenings. Generally speakir are regarded as the most accessible to the pub attend the meeting in person. If the Board were to move to an evening meeting	other public agency meeting times and dates, staff does not recommend a Board Meeting time or date change. Staff has received any direct comments or complaints from the public regarding the current Board Meeting schedule or ability to atter meetings. Recognizing that there may be value in a Board Meeting date time change, staff is agreeable and ready to accommodate change if the Board of Director's decides the public would be served by an evening meeting schedule. The Board of Directors and staff have considered an evening meeting time change on various occasions. It was last discuss during the summer of 2012 as the Airport District was complet final installation of the broadcasting system. It was decided to until full broadcasting capabilities were operational, with meet broadcast regularly, and then discuss the topic again. The Airport District has been broadcasting its meeting as of A 2012. Meetings are available on local television as well as streamed on the internet. The public can access the District website and review meetings at any time. Through the use o website, recorded broadcasts and local TV; public accessibili meeting information and broadcasts is very high. Meeting broadcasting and streaming is only offered by a few other loc public agencies. While media access to Board Meetings is high, discussions in past have centered on the public's ability to attend meetings. result of our weekday morning Board Meeting schedule, som not be able to attend due to work schedules and other commitments. While some public agencies meet during the c is more common for local government and public agencies to in the evening hours. Of the 16 local agencies surveyed all b are meeting in the evenings. Generally speaking, evening m- are regarded as the most accessible to the public if they desii attend the meeting in person. If the Board were to move to an evening meeting schedule st would suggest the following timeline:

• 4:00 PM - Closed Session Items

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	 5:00 PM to 5:30 – Dinner and preparation for meeting 5:30 PM - Board Meeting begins
	On months with no closed session items, the meeting would begin at 5:30.
	Evening meetings present a few challenges that should be considered. The Board is limited on the time frame for the meeting. Meetings need to wrap up by 11:00 PM and earlier if possible. The regular meeting needs to be kept to less than 5 hours for effective decision making to occur. Typically meetings that run into the early morning hours are less effective and not conducive to effective decision making. If the meeting runs late, some members of the public may have to wait until late hours to have their agenda items heard. This may in turn be less convenient then meeting during the day.
	If the Board of Directors decided to move to an evening meeting schedule, staff recommends the 4 th Wednesday of the month. There are currently no other public meetings at this time. Other available evenings are 1 st Tuesday's and 1 st Thursdays along with 3 rd Thursdays. Moving the Board Meeting to the first week of the month may also avoid conflicts with the Thanksgiving and Christmas Holidays.
Fiscal Impact	There is no specific fiscal impact. Staff time would have to be adjusted and office hours modified around Board Meetings to accommodate an evening meeting schedule.
Communication Strategy	Live meeting broadcasting and streaming has facilitated greater access and transparency of District decision making and business. The public now has access to all meeting recordings and agenda information at any time.
	Public attendance at meeting may improve if meetings are scheduled in the evening.
Attachments	Local Agency Meeting Schedule
	Local Agency Meeting Calendar