

Chapter 2.14

AIRPORT BOARD ¹

2.14.010 Definitions:

For the purpose of this chapter the following words shall have the meanings as given in this section:

- A. "Airport" means the city's department of airports, including the Salt Lake City international airport, Salt Lake City airport no. 2, Tooele Valley airport, and any other airport owned or operated by the city.
- B. "Board" means the city airport board.
- C. "Board member" means a person appointed by the mayor of the city, with the advice and consent of the city council, who is duly qualified and an acting, voting member of the board.
- D. "City" means and has reference to Salt Lake City, a municipal corporation of the state.
- E. "Council" means the city council.
- F. "Director of airports" means the city's director of its department of airports.
- G. "Mayor" means the duly elected or appointed, and qualified mayor of the city. (Ord. 86-98 ? 1, 1998)

2.14.020 Creation Of Board:

There is created the city airport board, hereinafter referred to as "board" which body shall consist of nine (9) appointed voting board members, no more than four (4) of whom may reside outside the boundaries of Salt Lake City. The mayor, each council member, the director of airports, the city attorney and the city engineer, or their designees, shall be ex officio nonvoting board members. (Ord. 86-98 ? 1, 1998)

2.14.030 Eligibility For Membership:

To be eligible to be appointed as a board member a person must be:

- A. Not less than twenty one (21) years of age;
- B. A resident of the state; and
- C. Not actively engaged or employed in commercial aeronautics. (Ord. 86-98 ? 1, 1998)

2.14.040 Appointment?Oath Of Office:

All appointments of board members shall be made by the mayor, with the advice and consent of the city council. All appointments shall be made for a four (4) year term, except when the

appointment is to fill the unexpired term of a resigning or deceased board member, in which case, such appointment shall be for the unexpired term. Each board member's term of office shall expire on the applicable third Monday in January.

Board members shall sign the oath of office required by law to be signed by city officials and file the same in the office of the city recorder. Every board member who shall fail within ten (10) days after notification of his/her appointment to file with the city recorder his/her oath of office to perform faithfully, honestly and impartially the duties of his/her office, shall be deemed to have refused such appointment, and thereupon another person shall be appointed in the manner prescribed in this code. (Ord. 86-98 ? 1, 1998)

2.14.050 Remuneration:

Board members may be reimbursed for reasonable and authorized out of pocket expenses they may incur as board members. (Ord. 86-98 ? 1, 1998)

2.14.060 Board Members' Ethics:

Board members shall be subject to and bound by the provisions of the applicable city and state laws pertaining to ethics. Any violation of the provisions of such laws shall be grounds for removal from office. (Ord. 86-98 ? 1, 1998)

2.14.070 Removal From Office:

Any board member may be removed from office by the mayor, for cause, prior to the normal expiration of the term for which such board member was appointed. (Ord. 86-98 ? 1, 1998)

2.14.080 Election Of Board Officers:

Each year the board, at its first regular meeting after the third Monday in January, shall select one of its board members as chairperson, and another of its board members as vice chairperson who shall perform the duties of the chairperson during the absence or disability of the chairperson. The director of airports may make available a secretary from his/her staff to the board when such appears to the director of airports to be needed. (Ord. 86-98 ? 1, 1998)

2.14.090 Meetings:

A. Meetings: The board shall convene for regular meetings to be held not less than monthly throughout the year except when a regular meeting is canceled with the concurrence of the director of airports and board chair. The board shall give no less than forty eight (48) hours' written notice of such a cancellation in a manner consistent with providing notice under the Utah open and public meetings act. The board shall keep its meetings open to the public, consistent with the Utah open and public meetings act. Special meetings may be ordered by a majority of the board, or its chairperson, the mayor or the city council. Meetings shall be held at the office of the director of airports, or at such other public place as may be designated by the board. Five (5) board members shall constitute a quorum for the transaction of business. The board may act officially by an affirmative vote of any five (5) of the board members.

- B. Record Of Meetings: The board shall cause a written record of its proceedings to be kept which shall be available for public inspection in the office of the director of airports. The board shall record the ye and nay votes on any action taken by it.
- C. Meeting Procedural Rules: The board shall adopt a system of rules of procedure under which its meetings are to be held. The board may suspend the rules of procedure by unanimous vote of the board members who are present at the meeting. The board shall not suspend the rules of procedure beyond the duration of the meeting at which the suspension of the rules occurs. (Ord. 53-02 ? 1, 2002: Ord. 86-98 ? 1, 1998)

2.14.100 Committees:

The board may designate such committee or committees as it desires to study, consider and make recommendations on matters which are presented to the board. Committee members may be board members but the board shall have the power to appoint such committee members as it deems appropriate and advisable even though they may not be board members. (Ord. 86-98 ? 1, 1998)

2.14.110 Attorney And Engineer Duties:

The city attorney and the city engineer shall be the attorney and engineer, respectively, for the board, and the airport shall reimburse the city for all charges, costs and expenses incurred by the city therefor. (Ord. 86-98 ? 1, 1998)

2.14.120 Powers And Duties:

Subject to the provisions of section [2.14.130](#) of this chapter, the board shall have the following powers and duties:

- A. The power to determine and establish such rules and regulations for the conduct of the board as the board members shall deem advisable. Such rules and regulations shall not be in conflict with this chapter or other applicable city, state or federal law;
- B. To adopt and alter all rules and regulations which it shall from time to time deem in the public interest and most likely to advance, enhance, foster and promote air transportation at city airports, for the conduct of the business of, and the use and operation of, the airport and the facilities thereof, and for the purpose of carrying out the objects of this chapter; but such rules and regulations shall not be in conflict with the terms of this chapter or any other city ordinance, state or federal law;
- C. To recommend the appointment and/or removal of the director of airports, and also to recommend the appointment and/or removal of the deputy director of airports and any project manager hired by the city. All other personnel shall be processed through the city personnel department with final recommendations to come from the director of airports and with appointment by the board;
- D. To plan, establish and approve all construction and expansion projects for the airport. The approval required in this section shall be in addition to all other approval of other city departments required by law;

- E. To determine broad matters of policy regarding the operation and management of the airport, which shall include, but not in limitation thereof, the following:
1. Expansion of the airport,
 2. Timing of such expansion,
 3. Determining the method of establishing and establishing rate structures for services or facilities furnished by the airport to the public or to any person, firm or corporation, public or private, and for leasing of space or facilities, or for granting rights, privileges, or concessions at the airport,
 4. The duration which will be allowed for each particular class of leases or granting of rights at the airport,
 5. To establish any other general provisions of agreements or leases which may be brought before the board,
 6. To make determinations when required as to the public need and for additional concessionaires, services or facilities at the airport,
 7. To fix and determine exclusively the uses to which any of the airport land shall be put; provided, that any use shall be necessary or desirable to city, airport or the aviation industry,
 8. Review and establish policy on all operations or activities that are major in nature and require policy determinations,
 9. Review and establish policy regarding the improvement program of the master plan study as related to income and revenue so that the staging of major capital improvement projects are within the anticipated airport revenues and income projected, in a conservative manner,
 10. Review and adopt matters of policy on all major problems which require broad policy considerations, including rules and regulations, commercial operations and general aviation,
 11. Review and decide policy matters regarding problems of general public concern affecting the airport,
 12. Decide matters of policy regarding all matters which are properly brought before the board;
- F. To annually prepare a budget for the operating and maintenance expenditures for the airport and to calculate the revenue necessary to provide funds for the operating and maintenance expenditures of the airport. The budget shall be prepared and filed at such time as the board shall designate and shall contain a full and detailed estimate of the revenue required during the ensuing year for the maintenance and operation of the airport, showing therein the number of employees, classification, and the amount of salary and wages. The expenditures for the maintenance and operation of the airport shall be limited to the extent

of specific appropriations of money made in advance by the board upon estimates furnished.
The city council has final approval authority;

- G. Review not less often than annually with the airport administration, the income from all sources, the expenditures for all purposes, and the relationship of anticipated revenues to anticipated expenditures, including debt retirement;
- H. Assist the director of airports in every way possible for the continuing orderly development and promotion of the airport in order to best serve the local and regional requirements for airport service. (Ord. 86-98 ? 1, 1998)

2.14.130 Review Of Action?Veto Power Of Mayor:

All actions taken by the board shall constitute recommendations to the mayor and shall not constitute official action. All recommendations to the mayor shall be reduced to writing and submitted to the mayor. The mayor shall have the power to review, ratify, modify or reject any action submitted by the board. The mayor shall promptly notify the board in writing of the action taken. No action shall be implemented until the board is notified in writing that it has been ratified by the mayor or that the action was modified and adopted by the mayor and in such event it shall be implemented as modified. In the event the mayor shall desire to hold any matter for further study, the chairperson of the board shall be notified. Actions will take effect only upon ratification by the mayor. (Ord. 86-98 ? 1, 1998)