ORDINANCE 17-08

AN ORDINANCE RELATING TO THE ESTABLISHMENT OF THE MARION MUNICIPAL AIRPORT COMMITTEE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARION, IOWA THAT THE FOLLOWING NEW CHAPTER SHALL BE ADDED TO THE MARION MUNICIPAL CODE OF ORDINANCES:

Section 1. Chapter 177 of the Code of Ordinances is adopted as follows:

177.01 MARION MUNICIPAL AIRPORT COMMITTEE. There hereby is created the "Marion Municipal Airport Committee" hereinafter referred to as the "Committee".

177.02 COMPOSITION. The Committee shall be composed of seven (7) members. Members shall be appointed by the Mayor and subject to approval by the Council.

1. Qualifications. Members of the Committee shall be residents of the City and shall have aviation or other complementary areas of expertise and be qualified by knowledge or experience to act in matters pertaining to the development and operation of the Marion Municipal Airport. It is the intent of the City to maintain a diversity of experience and qualifications among the Committee members; therefore, no more than four (4) members shall be from the same, or significantly the same, occupational background unless unavoidable.

2. Ex Officio Members. The Committee, may on its own motion, establish Ex Officio positions as the Committee deems advisable under such term limits as the Committee may set, but not to exceed four (4) years unless the Committee re-appoints the Ex Officio position for another term of their choosing. Ex Officio status may be withdrawn at any time by a majority vote of the total number of members currently serving on the Committee. Individuals holding Ex Officio positions shall have the full rights and privileges as other Committee members, except that they shall not have voting privileges.

177.03 TERM OF OFFICE. The term of office of the members of the Committee shall be four (4) years. The terms of not more than two (2) of the members will expire in any one year. The initial members of the Committee shall hold terms of office as follows: one (1) for one (1) year, two (2) for two (2) years, two (2) for three (3) years, and two (2) for four (4) years. The term for each member appointed thereafter shall be four (4) years resulting in a staggered four (4) year term of office. Each term, for the periods as described above, shall expire on December 31st of each year.

177.04 VACANCIES. If any vacancy exists on the Committee caused by resignation, or otherwise, a successor for the remainder of the term shall be appointed and approved in the same manner as the original appointee. The position of any Committee member shall be vacated if the member is absent for three (3) consecutive meetings in twelve (12) months; however, special or unusual circumstances will be considered. The Committee may, pursuant to Committee rules, recommend to the Mayor and City Council that a member be removed for neglect of duties or malfaisance in office.
177.05 MEETINGS. The Committee shall hold regular monthly meetings and shall hold other such meetings as deemed necessary as called by the Chair or by a vote of the majority of the Committee members. A majority of the members of the Committee shall constitute a quorum at any meeting, and the majority of votes cast at any meeting at which a quorum is present shall be decisive of any motion or election, unless noted otherwise. Ex Officio status may be withdrawn at any time by a majority vote of the total number of members currently serving on the Committee, and not merely by a majority of the quorum present for the vote.

177.06 COMPENSATION. All members of the Committee shall serve without compensation, except their actual expenses, which shall be subject to the approval of the Council, may be reimbursed. If the City establishes a budget for the Committee, reimbursement may be made for duly authorized training, travel, or other directly related expenses required for the Committee members to carry out their prescribed duties and responsibilities.

177.07 POWERS, DUTIES, AND RESPONSIBILITIES. The Committee shall have and exercise the following powers and duties:

1. Selection of Officers. The Committee shall choose annually at its first regular meeting one of its members to act as Chairperson and another as Vice Chairperson, who shall perform all the duties of the Chairperson during the Chairperson's absence or disability. Election for Committee officer positions shall be conducted by ballot at the first meeting of each calendar year. The member chairing the Committee shall be the presiding officer and shall rule on all points of order and procedure.

2. Committees and Subcommittees. The Committee may name committees and subcommittees which, in its judgment, will aid in effectuating the purpose of this Chapter, including establishing Committees to exercise its powers. The Chair of the Committee shall appoint a Chair for each Committee and Subcommittee which shall preside over his or her respective Committee or Subcommittee for a term of one year or until a successor shall be appointed.

3. Adopt Rules and Regulations. The Committee shall adopt such rules and regulations governing its organization and procedure as it may deem necessary.

4. Monitor the obligations of both parties as outlined in the lease agreement between the City of Marion and the Fixed Base Operator (FBO) and advise the parties of any discrepancies, needed changes, or necessary updates to the lease due to airport operations tempo, potential safety issues, changing conditions at the airport and its surrounding environment, or other issues that may arise concerning airport operation or development.

5. Recommend to the Council and parties to the airport lease rules and regulations governing airport operations not otherwise covered in the airport lease for the optimal service to the public and airport users.

6. Provide the necessary technical information and expertise needed to assist the City Council and City staff in dealing with airport operations.

7. Serve as the liaison between the City and the FBO and receive regular updates from the FBO regarding airport operations.
8. Monitor and communicate to the Mayor and City Council the development of the airport as relates to the Airport Layout Plan and to potential economic development opportunities.

9. Recommend changes to the Airport Layout Plan as deemed necessary.

10. Coordinate as needed with the Iowa Department of Transportation (IDOT) Office of Aviation, Federal Aviation Administration, the City contracted engineering firm, FBO, City staff, and others in exploring potential grant opportunities and furthering airport development.

11. Assist the City in reviewing potential airport improvements and capital expenditures and make recommendations on the same.

12. Assist the City, when requested, in reviewing Requests for Qualifications, Requests for Proposals, Scopes of Work, and other materials related to airport operations and development.

13. When requested by Council, to consider, investigate, make findings on, and report and make recommendations concerning any special matter or question specified to the Committee by Council.

14. Make or forward recommends to the City Council and City staff that are necessary and prudent to ensure proper airport development.

Section 2. All ordinances and/or parts of ordinances in conflict herewith are repealed.

Section 3. This Ordinance shall be in full force and effect from and after its passage and publication as by law provided.

Passed and approved this 4 day of May, 2017.

Attested by:

Wesley A. Nelson
Wesley A. Nelson, City Clerk
ATTEST:

I, Wesley A. Nelson, City Clerk of the City of Marion, hereby certify that the above and foregoing is a true copy of an ordinance passed by the City Council of said City at a meeting held on May 4, 2017, and published as provided by law in the Marion Times on May 18, 2017.

Wesley A. Nelson, City Clerk