

ORDINANCE NO. 5853

AN ORDINANCE AMENDING ORDINANCE NUMBER 5730 AND AMC CHAPTER 2.26 TO REVISE AND CLARIFY THE POWER AND DUTIES OF THE AIRPORT ADVISORY COMMISSION.

WHEREAS, the Airport Advisory Commission (hereinafter "Commission") was created by Ordinance Number 5730 on March 26, 2010, to advise the Albany City Council concerning the efficient management, operation, and development of the Albany Municipal Airport and all of its related operations, facilities, and assets; and

WHEREAS, subsequent to its formation, the Commission has been formed, members appointed in accordance with Ordinance 5730, and has met periodically with the assistance of City staff to work toward carrying out its responsibilities; and

WHEREAS, questions have arisen concerning the authority of the Commission regarding the direction and supervision of City staff in the regular operation and management of the Albany Municipal Airport; and

WHEREAS, this Ordinance is intended to clarify the responsibilities and authority of the Commission in order to focus their efforts on the improvement of the airport and avoid conflicts with the Albany City Charter regarding the management and supervision of City employees.

NOW, THEREFORE, THE PEOPLE OF THE CITY OF ALBANY DO ORDAIN AS FOLLOWS:

Section 1 : Albany Municipal Code Chapter 2.26 is amended to read as follows:

2.26.10 Creation of Advisory Commission. The Airport Advisory Commission for the City of Albany is created pursuant to provisions of this chapter.

2.26.20 Purpose and Authority. The Airport Advisory Commission is established and authorized to make recommendations to the Albany City Council and City employees directed by the City Manager to assist the Commission. These recommendations shall concern the development and improvement of the Albany Municipal Airport and all of its related operations, facilities, and assets.

2.26.30 Airport Advisory Commission Responsibility. The Airport Advisory Commission shall make recommendations to the City Council and staff concerning the long-term, facility and operational needs of the Albany Municipal Airport. They shall consider and make recommendations concerning the capital improvement projects applicable to the airport and the priorities which they believe will best serve airport needs.

2.26.40 Limitation on Staff Supervision. The Airport Advisory Commission shall not have any supervisory or management authority over any City employee(s) or any party(s) who contracts with the City of Albany nor shall the Airport Advisory Commission represent or have authority to act on behalf of the City of Albany in dealings with fixed based operators, vendors, tenants, contractors, or other third parties.

2.26.50 Staff Participation in Airport Advisory Commission Meetings. Representatives of the Public Works Department shall schedule Commission meetings no more frequently than once a month nor less frequently than once a quarter. Meetings shall be held at a date, time, and location designated by staff in consultation with the chair of the Commission. A staff representative shall attend and participate in all meetings and shall consider recommendations made by the Commission in accordance with their responsibilities as set forth in Section 2.26.30 above and shall forward any Commission recommendations intended for the Council to the City Manager for transmittal to the Albany City Council. Upon request, staff shall provide nonconfidential

information to the Commission to aid in their deliberations. Staff members shall keep minutes of the meeting and shall present those minutes for review and approval by the Commission on a regular and timely basis. The staff member(s) assigned to the Commission shall be ex officio members of the Commission and may participate in discussion, but shall have no vote in the deliberations of the Commission. All meetings of the Commission shall be open to the public and notice of the meetings shall be provided to the public in accordance with general City practice.

2.26.60 Term of Office, Initial Appointment, and Compensation. The Airport Advisory Commission shall be made up of seven (7) persons, no fewer than four (4) of whom have their principal place of residence within the jurisdictional limits of the City of Albany. Commission members shall serve for a two- (2-) year term except that the initial terms of those members nominated by that Councilor from each ward currently serving the shortest term in office shall be appointed for a one- (1-) year term. All members so nominated shall serve only upon confirmation by the City Council and may be removed from their position without cause at the pleasure of the City Council. Members of the Commission shall serve without compensation and shall have no property interest in their appointment. Any vacancies on the Commission shall be filled through appointment with a nomination made by the appointing Councilor or his/her successor and, upon subsequent ratification by the City Council.

2.26.70 Appointment Considerations. While membership on the Airport Advisory Commission may appropriately be extended to any qualified person with an interest in the Albany Municipal Airport, it is the express policy of the City Council not to appoint persons who have a significant financial interest in the anticipated considerations of the Commission. The City Council shall be the sole arbiter of any nominee's qualification to serve and shall determine the significance of any nominee's economic interest in the Airport Advisory Commission recommendations and decisions.


2.26.80 Procedures. The Airport Advisory Commission shall elect a chair and a vice chair. The Commission shall keep a journal of its proceedings which shall be kept on file in the office of the City Recorder. The Commission's meetings shall be open to the public and held within the corporate limits of the City of Albany subject to customary state and city requirements for public access and notice. The Commission shall meet at least quarterly and at such other times as the Commission shall determine useful to the conduct of its business.

2.26.90 Commission Members as Volunteers. Commission Members are authorized to perform volunteer services for the benefit of the Albany Municipal Airport following compliance with City personnel policies and procedures, and may recommend other citizens for volunteer status. Volunteer services shall be at the direction, or with the approval of, airport staff. One commissioner shall serve as a rotating airport volunteer to aid and support staff in daily activities at the airport and with special events.

Passed by the Council: May 13, 2015

Approved by the Mayor: May 13, 2015

Effective Date: June 12, 2015



Mayor

ATTEST:



City Clerk