

M E M O R A N D U M

DATE: August 2, 2002
TO: Council Members
FROM: Gary Mumford
RE: **AMENDMENT TO PERMIT CANCELING AIRPORT BOARD MEETINGS**

Current City ordinance requires the Airport Board to meet at least monthly. The Department of Airports and the Airport Board is requesting an amendment that would allow for the canceling of Board meetings if they are not necessary. Both the Director of Airports and the Board Chair would need to concur and give 48 hours written notice of a cancellation.

Originally, the draft ordinance provided for electronic meetings. At the Council Meeting held on July 2, 2002, the Council expressed concern that electronic board meetings could be held without a quorum being physically present. As a result, the revised ordinance has eliminated any reference to electronic meetings. If the need for an electronic meeting were to arise, the Airport Director states that he would follow State and City laws and polices. State law allows for electronic meetings without board members being physically present. Council Member Christensen asked staff to prepare an announcement asking Council Members whether there is interest in pursuing an ordinance that would require at least a quorum be physically present for meetings of City boards, committees, councils, and commissions. (See announcements.)

The following information was provided previously. It is provided again for your reference.

The Airport Board is a nine-member advisory board of citizen volunteers that gives advice and makes recommendations to management of the Department of Airports and to the Mayor and City Council regarding the affairs of the airport. The Mayor, each City Council Member, the Director of Airports, the City Attorney and the City Engineer, or their designees, are ex officio nonvoting board members. The Board may designate subcommittees as it desires to study, consider and make recommendations on matters that are presented to the Board.

The airport is operated and managed by the Salt Lake City Department of Airports, a department of Salt Lake City. The airfield consists of three air carrier runways and a general aviation runway. There are two terminals, five concourses and 70 aircraft gates. The department also operates Tooele Valley Airport and Airport II in West Jordan. These two airports are general aviation/reliever facilities. The Department of Airports is an enterprise fund of Salt Lake City requiring no funding from property taxes or appropriations from the City's general fund. Capital requirements are met from earned surpluses, revenue bonds, passenger facility charges and Federal Aviation Administration grants under the Airport Improvement Program.

cc: Rocky Fluhart, David Nimkin, Tim Campbell, DJ Baxter