

TITLE 2 ADMINISTRATION AND PERSONNEL

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CHAPTER 2.32. SIOUX GATEWAY AIRPORT BOARD OF TRUSTEES

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2.32.005 Airport Name.

The name of the municipal airport located in Sioux City, Iowa, shall be known as the Sioux Gateway Airport / Brigadier General Bud Day Field.

(Ord. 2019-0784; 2015-0963; 2001-0884)

Effective on: 9/23/2019

2.32.010 Board Created.

There is created a seven-member board of airport trustees ("board"), for the purpose of governing the operation of the municipal airport in Sioux City ("facilities") consistent with the terms and provisions of this chapter, to be known as the Sioux Gateway Airport / Brigadier General Bud Day Field Board of Trustees. Board members shall serve without compensation but may be reimbursed for the actual expenses incurred in the performance of their office. The main objective of the board shall be to operate the municipal airport in a professional and businesslike manner so as to generate optimum revenues from the facilities while minimizing expenses. The board's principal goal shall be to keep any operating subsidy from general tax dollars to the lowest possible amount.

(Ord. 2019-0784; 2015-0963; 2001-0884; 95/U-3255)

Effective on: 9/23/2019

2.32.020 Appointment and Qualifications.

The City Manager or his designee shall, ex officio, be a nonvoting member of the board. The board shall be appointed by a majority vote of the city council. Before assuming the duties of office, each trustee shall file with the City Clerk an oath for the faithful performance of the trustee's duties, and a disclosure of the trustee's ownership or control or prior ownership and control within the preceding two years of any interest, direct or indirect, and any property included or planned to be an urban renewal project.

(Ord. 2015-0963; 95/U-3255)

2.32.030 Organization of the Board.

As soon as possible after the appointment of the initial members, the board shall organize for the transaction of business; elect a president, a vice-president, and a secretary from its own membership. The city manager may not be an officer of the board. Four members of the board shall constitute a quorum for the transaction of business. All actions of the board shall be by either resolution or motion and the affirmative vote of the majority of those present shall be necessary for the passage of either action.

(Ord. 2015-0963; 2011-0800)

2.32.040 Meetings and Minutes.

The board shall hold at least one public meeting each month. Minutes of each meeting shall be kept and all resolutions and minutes shall be open to public inspection.

(Ord. 2015-0963; 95/U-3255)

2.32.050 Term of Office.

The term of office for the members shall be governed by Chapter 2.66 of this Code.

(Ord. 2015-0963; 95/U-3255)

2.32.060 Powers of the Board.

Except as otherwise provided hereinafter, the board shall have the authority to govern the operation of the facilities and the authority to enter into contracts for the operation of the facilities. Specifically the board has, but is not limited to, the following powers:

1. To make and enforce rules and regulations for the control, operation, supervision and maintenance of the facilities;
2. To buy, lease, sell, or exchange any property, real or personal, for the benefit and efficient operation of the facilities under such terms and conditions as the board shall determine, providing no sale or lease of personal property in excess of one year shall be valid unless approved by the city council. Sale or exchange of real property and leases of real property in excess of three years shall be subject to the approval of the city council.
3. To determine the rates and fees for the use of the facilities and services.

4. To regulate advertising within the facilities and on behalf of the facilities.
5. To apply for and accept grants or subsidies from any other unit of government, provided that grants requiring the financial participation of the City, not otherwise budgeted, shall require city council approval.
6. To make such recommendations concerning the procurement of insurance as is felt necessary for the protection of the facilities.
7. To actively market and advertise the services offered by the facilities.
8. To receive, reject, accept, hold and/or dispose of all gifts, donations, devises and bequests that may be made to the city for the purpose of establishing, increasing or improving the facilities; but when any such gift, donation, devise or bequest is conditioned upon any act of the city, the city council must first determine whether such condition can or shall be complied with.
9. To enter into contracts for expenditure of funds, not to exceed \$10,000, as provided in the approved budget.
10. To make recommendations to the city council for the employment of a competent person as director of the airport who shall be the administrative head of the airport or to otherwise provide for operation and marketing of the airport.

(Ord. 2015-0963; 95/U-3255)

2.32.070 Limitation of the Powers of the Board.

The following shall be limitations upon the powers of the facilities board of trustees:

1. All property, whether real or personal, shall be acquired in the name of the city. The board shall, for purpose of Section [2.32.060](#), have control of such land as the city council may, from time to time, designate as necessary for airport operations and may dispose of same as it sees fit.
2. The purchase, sale or leasing of property to any member of the board, relative of any member of the board, any business entity in which a member of the board holds an interest or position of employment, or to any executive employee of the board is prohibited.

(Ord. 2015-0963; 95/U-3255; 94/U-3410)

2.32.080 Authority of Airport Director.

It shall be the responsibility of the airport director to:

1. Publish and make known to the public the schedule of fees and charges for all services offered at the facilities, and the rules and regulations governing the public's and airlines use of the facilities.
2. Deposit all moneys received with the city treasurer to be credited to the facilities and make all disbursements utilizing the claim procedures of the city.
3. Expend revenues received consistent with the provisions of any outstanding bond issues.
4. Utilize the city's human resources department and follow the city's policies and procedures in the personnel administration of all facility employees subject to any outstanding labor contract.

5. Make all purchases of materials, supplies and equipment through the purchasing department of the City and in accordance with city purchasing policies.
6. File with the city clerk for public inspection and transmittal to city council copies of agendas prior to meeting and minutes of all board meetings and resolutions duly passed by the board within fourteen days of the meetings at which such action was taken.
7. Prepare a budget on forms provided by the city for transmittal to the city council for modification as appropriate, approval and adoption. Budget shall include all proposed expenditures of facility revenues and municipal funds allotted for the facilities. The approved budget will be the working document for administration of the facilities. The budget may be amended by the city council during the fiscal year.
8. To utilize the central staff and auxiliary services of the city administration and refrain from duplicating them or from establishing incompatible procedures.
9. To utilize all the available services provided by the city and refrain from duplicating them.
10. To enter into contracts for the expenditure of funds, not to exceed \$5,000, as provided in the approved budget.

(Ord. 2015-0963; 95/U-3255)

2.32.090 Employment of Personnel.

The employment and termination of persons necessary to operate and maintain the facilities shall be subject to the following limitations:

1. Appointment of such persons shall be consistent with the city's position classification and personnel manuals and limited to positions authorized in the budget as finally approved by the city council.
2. All wages and benefits of the facilities' employees shall be based on appropriate classifications and in accordance with the pay plan adopted by the city except that the board shall fix compensation of the director of the facilities within the compensation range established by the city council for that position.
3. All labor contracts shall first be approved by the city council before becoming effective.

(Ord. 2015-0963; 95/U-3255)

2.32.100 Removal of Trustees.

Trustees may be removed by a majority vote of the city council for good cause shown as determined by the council.

(Ord. 2015-0963; 95/U-3255)