

CHAPTER 37
CITY OF MAPLE LAKE

ORDINANCE ESTABLISHING AN AIRPORT COMMISSION

37.01 ESTABLISHMENT AND PURPOSES

An Airport Commission is hereby established for the purpose of managing the Maple Lake Municipal Airport.

37.02 MEMBERS AND TERMS

The Airport Commission shall be appointed by the City Council and shall be composed of seven (7) members: three airport lease holders, two members of the City Council, one member of the Planning & Zoning Commission and the airport manager. The members shall be appointed by the City Council on January 1 of odd numbered years for two-year terms. Commission members, except City Council members who will be paid committee meeting pay, shall serve without pay for their services. Members will be reimbursed for expenses incurred in the performance of their duties. Commission members shall serve at the will of the City Council and may be removed at any time. The City Council shall fill vacancies for unexpired terms.

37.03 DUTIES

The Airport Commission duties shall be as follows:

1. To hold an organizational meeting at the first meeting of each year, which will be held in the first quarter of the year, for the purpose of electing a chair person and a secretary to serve for one year.
2. To hold regular meetings and any special meetings as may be deemed necessary and to keep accurate minutes of all meetings and proceedings and to furnish the City Council with a copy thereof.

37.04 RECOMMENDATIONS

As a further duty the commission shall make written recommendations to the City Council in regard to the matters hereafter enumerated. Recommendations shall be made as circumstances and good judgement require.

1. Propose rules and regulations for airport management, consistent with state and federal authority.
2. Propose policies pertaining to the general management of the airport and the use of airport facilities, including rental fees and service rates for the use of airport facilities.
3. Propose construction, acquisition, repair, location or demolition of all improvements on airport property, including tie-down sites.
4. Books and records shall be kept by the city clerk's office in accordance with procedures set forth by the Minnesota State Auditor.

5. Submit a recommended budget to the City Council, not later than ninety days prior to beginning of the budget year.
6. Advise the council of all aspects of state and federal regulations applicable to the airport.
7. Propose such lease, contract, service or sale agreements as may be appropriate to airport operation and management.
8. Make such further recommendations as the City Council may request.

37.05 **AUTHORITY**

The Airport Commission shall have such authority as the City Council may grant by resolution pursuant to Minnesota Statutes Chapter 360 as amended.