

## **CHAPTER 45. JOINT ORDINANCE TO REORGANIZE THE AIRPORT COMMISSION.**

**45.01. Airport Commission Reorganization.** The City of Ashland and County of Ashland have previously established an Airport Commission; however, the current organization of the Commission does not comply with Sec. 114.14, Wis. Stats.

**45.02. Replacement of Previous Ordinance.** This ordinance is intended to repeal and replace the Joint Resolution of Ashland County Board and City of Ashland passed by the City and County in March of 1967 and to repeal City of Ashland Ordinance 454.

**45.03. Establishment of New Commission.** Pursuant to the provisions of Sec. 114.14, Wis. Stats., there is hereby established an Airport Commission in which is vested the jurisdiction for the construction, improvement, equipment, maintenance and operation of the airport facility on behalf of the County of Ashland and City of Ashland.

**45.04. Commission Members.** The Commission shall consist of five commissioners who shall be especially interested in aeronautics.

**45.05. Commission Appointments.** The existing Commission is hereby abolished and the new five member Commission shall be established and appointed as follows:

(a) Appointments by Mayor. Two members to be appointed by the Mayor of the City of Ashland, said members to serve for terms of 6 years commencing on the date of their appointment and successors are to serve 6 year terms.

(b) Appointments by County Board. Two members to be appointed by the Chairperson of the County Board subject to the approval of the County Board, said members to be elected County Board Supervisors, said members to serve terms of 2 years commencing on the date of their appointment and successors are to serve 2 year terms.

(c) Joint Appointments. One (1) member to be appointed jointly by the City and County of Ashland and said member to serve for a term of six (6) years commencing on the date of the appointment.

**45.06. Compensation.** The compensation and allowance for expenses of the Commissioners shall be fixed jointly by the Common Council of the City of Ashland and the County Board.

**45.07. Election of Chair and Secretary.** The Commission shall elect one member chairman and one secretary who shall keep an accurate record of all proceedings and transactions and report such to the City and County.

**45.08. Duties of Commission.** Such Commission shall have complete and exclusive control and management over the airport for which it has been appointed. All monies appropriated for the construction, improvement, equipment, maintenance or operation of an airport or airports, or earned by such airport or made available for its construction, improvement, equipment,

maintenance or operation in any manner whatsoever, shall be kept in a special fund and paid out only on order of the Airport Commission, drawn and signed by the secretary and countersigned by the chairman.

**45.09. Employment of Manager.** In carrying out its duties, the Airport Commission may employ a manager who may be a member of the Airport Commission and fix his compensation (but no member of the Commission shall vote on the question of his selection as manager nor on any question as to his compensation), and may employ and fix the compensation of such other employees as may be deemed necessary; may make such contracts or other arrangements as may be deemed necessary for the construction, improvement, equipment, maintenance or operation of the airport; may contract with the United States or any agency thereof; may contract with private parties for a term not to exceed ten years for the operation of the airport, including all necessary arrangements for the improvement and equipment and successful operation thereof. Provided, that in no case shall the public be deprived of equal and uniform use of the airport; and further, that no act, contract, lease or any activity of the Airport Commission shall be or become a binding contract on any governmental unit unless expressly authorized, and then only to the extent so expressly authorized.

**45.10. Compliance with Airport Operation Policies.** The Commission shall comply with and enforce the Airport Operation Policies and land use within the boundaries of the John F. Kennedy Memorial Airport.

**45.11. Duties of Manager.** The manager, under the supervision of the Commission, shall have the duty of administering and enforcing all airport ordinances, leases and agreements, and rules and regulations.

**45.12. Quarterly Meetings.** The Commission and the manager shall meet at the airport at least once each calendar quarter to inspect the airport facilities, review airport operations and financial matters, and discuss proposed airport development and other business.

**45.13. Accounting System.** The Commission shall, in cooperation with the appropriate municipal department, establish an airport accounting system of sufficient detail to enable the Commission to accurately establish rates and charges, eliminate inefficient operation and maintenance practices, and accomplish sound financial planning.

**45.14. Annual Report.** The Commission shall prepare and submit an annual report to the City and County governments. Such report shall include current information on aircraft operations, based aircraft, airport expenditures and revenues, along with comparative figures for the past year and projections for the coming year, and include other information deemed pertinent.

**45.15. Annual Budget.** The Commission shall prepare and submit to the City and County government an annual budget for the ensuing year setting forth anticipated revenues and expenditures, including capital improvements. The said budget is to be submitted on or before the 1st day of August of the preceding year of said budget.

**45.16. Specific Duties of Commission.** The Commission shall prepare and submit for adoption

by the City of Ashland and County of Ashland and ordinance establishing minimum requirements for the conduct of aeronautical services on the airport and an ordinance regulating vehicle and pedestrian traffic on the airport.

**45.17. Lease Agreements.** The Commission shall prepare and submit for adoption by the City of Ashland and County of Ashland standard leases and agreements for the various authorized types of airport activities and land uses.

**45.18. Surveys and Studies.** The Commission shall make studies and conduct surveys as appropriate to assist in improving the operation of the airport. It shall cooperate with the Wisconsin Division of Aeronautics and the Federal Aviation Administration in airport and system planning functions and other activities.

**45.19. Cooperation.** The Commission shall cooperate with, and receive the cooperation of, all municipal departments providing services or assistance to the airport.

**45.20. Approval of Expenditures,** The Airport Commission may not approve expenditures in excess of \$5,000.00 without receiving Council approval.

**45.21. Cost of Operation and Maintenance.** The City of Ashland and County of Ashland shall each be responsible for one-half the cost of airport operations and maintenance.

**ADOPTED:** 45(1083) 1/13/1987

**AMENDMENTS:** 45(1243) 12/11/1990; 45(1570) 6/24/2003; 45(1728) 5/25/2010