



MINUTES
AIRPORT ADVISORY COMMISSION
Wednesday, November 9, 2022 - 10:00 a.m.
Virtual Meeting
[YouTube](#)



1. CALL TO ORDER, ROLL CALL

Call to order: 10:01 a.m.

Roll Call: John Foley – Vice Chair, Doug Brenizer, Neal White, Mike Morrow, Arnaud Verstuyf, LTC Nathan Edgecomb

Excused: Kat Pence, Chair

City Council Liaison: Vanessa Nordyke, Councilor 7th Ward

Staff: John Paskell, Irma Rivera

2. APPROVAL OF AGENDA

Motion: Move to approve the November 9, 2022, Agenda as presented.

Motion by: Member: Brenizer Seconded by: White

Action: Approved the Meeting Agenda for November 9, 2022, as presented.

Vote: Unanimous

Motion approved

3. PUBLIC COMMENT - N/A

4. ACTION ITEMS -Rules of Procedure

Motion: Amend section 3, Item B of the Salem Airport Advisory Commission Rules of Procedure as follows: to increase the frequency of AAC meetings from 4 to 6 per year beginning in the month of January and every other month thereafter, on the third Wednesday of the month at 6:00 p.m.

Motion by: Foley **Seconded by:** White

Vote: 5-1. Aye: Foley, Brenizer, White, Morrow, Arnaud. **Nay:** Edgecomb

Motion: Approved

5. ADJOURNMENT:

Meeting adjourned at 10:16 a.m.

Next meeting January 18, 2023

Sec. 2.530. - Definitions.

The following words, terms and phrases, when used in SRC 2.530 through 2.655, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Board or *commission* means a group of persons to whom the Council has given official authorization to perform certain functions or to undertake certain duties.

Budget Committee means the body established pursuant to ORS 294.414 to review and recommend the City's budget.

Committee means a group of persons to whom consideration of a matter has been committed by the Council.

(Prior Code, § 2.530; Ord. No. 42-09)

Sec. 2.535. - Creation.

All boards and commissions shall be created by ordinance or resolution of the Council. The resolution or ordinance creating a board or commission shall specify whether the Mayor or the Council appoints the members. For purposes of SRC 2.530 through 2.655, the Budget Committee shall be deemed a board or commission. Committees may be created by ordinance, resolution, or motion of the Council, and shall be either standing committees or ad hoc committees.

(Prior Code, § 2.535; Ord. No. 42-09)

Sec. 2.540. - Appointments.

- (a) The Mayor shall appoint the members of all committees.
- (b) The Mayor shall appoint the members of boards and commissions if so provided in the ordinance or resolution creating the board or commission.
- (c) The Council shall appoint the members of boards and commissions if so provided in the ordinance or resolution creating the board or commission, or if the ordinance or resolution is silent as to appointment authority.

(Prior Code, § 2.540; Ord. No. 10-93; Ord. No. 51-96; Ord. No. 67-96; Ord. No. 26-2002; Ord. No. 42-09)

Charter reference— Mayor appoints members of committees, § 22.

Sec. 2.545. - Authority of boards and commissions.

- (a) Unless the ordinance or resolution creating the board or commission specifically provides, boards and commissions are only advisory to the Council.
- (b) Except as to recommendations to the Council as provided herein, no board or commission shall take, advocate, promote or oppose positions on issues or advocate, promote, endorse or oppose candidates for public office or matters to be voted on by the electors pursuant to the initiative and referendum

power. Boards and commissions may make recommendations to the Council regarding positions on issues affecting the City.

- (c) No board or commission shall hold a public hearing upon its own motion on a matter if the Council or another board or commission is required to conduct a public hearing on the same matter.

(Prior Code, § 2.545; Ord. No. 10-93; Ord. No. 42-09)

• **Sec. 2.550. - Attendance.**

If a member of a board, commission or committee fails to attend at least 75 percent of the meetings within a consecutive six-month period, the following procedure shall be followed:

- (a) The City Manager shall inquire to determine the cause of nonattendance. If the cause of nonattendance is not of an excusable and temporary nature, including, but not limited to, illness, vacation or work, the City Manager shall remind the member that commitment to attendance is a key responsibility of membership.
- (b) If the member fails to attend at least 75 percent of the meetings within the next following six-month period, the Mayor shall ask the member to resign.
- (c) If the member refuses to resign upon request under subsection (b) of this section, the Mayor shall forward a report to the Council recommending that the member be removed pursuant to SRC 2.555. Nothing in this section shall limit, or shall be deemed to limit, the Council's authority to remove a member under SRC 2.555.

(Prior Code, § 2.550; Ord. No. 10-94; Ord. No. 42-09)

Sec. 2.555. - Removing board, commission, or committee members.

- (a) Except as may otherwise be required by law, members of boards, commissions and committees serve at the pleasure of the Council, and a member of any board, commission, or committee may be removed therefrom upon majority vote of the Council.
- (b) The Council may, before acting on removing a member of any board, commission, or committee, afford to such member a hearing upon request.

(Prior Code, § 2.555; Ord. No. 10-84; Ord. No. 110-85; Ord. No. 10-94; Ord. No. 51-96; Ord. No. 42-09)

Secs. 2.560—2.640. - Reserved.

Sec. 2.650. - Completing unexpired term.

Notwithstanding any other ordinance or resolution of the City, an individual who is appointed to complete an unexpired term of a member of a board, commission or committee shall be considered to have served one full term when at least two-thirds of the unexpired term remains on the date of appointment and the individual completes the unexpired term.

(Prior Code, § 2.650; Ord. No. 10-94; Ord. No. 42-09)