



Item: Repeal Airport Authority Appointment Procedure
From: City Manager's Office
Initiated By: City Commission
Presented By: Jennifer Reichelt, Deputy City Manager
Action Requested: Repeal Airport Authority Appointment Procedure

Suggested Motion:

1. Commissioner moves:

“I move that the City Commission (repeal/not repeal) the Airport Authority Appointment Procedure.”

2. Mayor calls for a second, discussion, inquiries from the public, and calls the vote.

Background: On May 1, 2007, the City Commission adopted the attached Airport Authority Appointment Procedure. The Airport Authority Board is the only board that the City Commission makes appointments to that has a formally adopted appointment procedure.

At its March 6, 2012, meeting, the City Commission adopted Resolution 9962, Amending Res. 9910 Establishing a Policy Concerning Appointments to Boards and Commissions. Res. 9962 allows for recommendations be made for any appointments to vacant positions on all boards or commissions. It also allows the City Commission to reserve the right to interview applicants to any board or commission.

With the adoption of Res. 9962, the previously adopted Airport Authority Appointment Procedure is redundant.

Fiscal Impact: None.

Alternatives: The Commission could choose to not repeal the Airport Authority Appointment Procedure.

Attachments/Exhibits: Airport Authority Appointment Procedure

CITY OF GREAT FALLS, MONTANA

AGENDA # 16

A G E N D A R E P O R T

DATE: May 1, 2007

ITEM: AIRPORT AUTHORITY APPOINTMENT PROCEDURE

INITIATED BY: GREAT FALLS AIRPORT AUTHORITY

ACTION REQUESTED: ADOPT THE APPOINTMENT PROCEDURE

PRESENTED BY: PEGGY BOURNE, CITY CLERK

RECOMMENDATION

The Airport Authority Board and Commissioners Beecher and Jovick-Kuntz recommend the City Commission adopt the Airport Authority Appointment Procedure.

MOTION

“I move the City Commission adopt the attached Airport Authority Appointment Procedure.

SYNOPSIS

The Airport Authority requested the City Commission adopt an appointment procedure to be used when filling vacancies on the Airport Board. The intent is to cultivate and select qualified Board members who can fill gaps in the knowledge base as well as select members who recognize the importance the Airport has in economic development and growth for the community and the region and to ensure fiscal responsibility of the airport functions.

Commissioners Beecher and Jovick-Kuntz worked with Airport Board members Jeff Mangan and Ray Wahlert in drafting this appointment procedure.

GFIAA APPOINTMENT AND SELECTION PROCESS

- A) City staff advertises the vacancy
- B) City provides application and application materials which will include an Airport Board Position Description provided by the Airport Authority and Conflict of Interest Policies (City Code of Ethics and Airport Authority Conflict of Interest Policy).
- C) City and Airport Authority participate in screening process
 - a. Stake holders are invited to participate by submitting written input to the City Commission regarding applicant, nomination, and/or appointment
 - b. Copies of all applications will be forwarded to appropriate GFIAA committee for review
 - c. GFIAA will review applications and recommend 5 for interview
 - i. Return to City with interview recommendations
 - d. City will review applications and GFIAA recommendations
 - i. The City Commission may or may not utilize GFIAA recommendations
- D) Interview Process
 - a. City Commission may select 5 or more for interview
 - b. GFIAA will provide resource materials/suggested questions for process
 - c. City Commission may interview candidates at their discretion
- E) Appointment
 - a. City Commission selects and appoints candidate