



**COUNTY OF EL DORADO, CALIFORNIA  
BOARD OF SUPERVISORS POLICY**

|   |   |                                      |
|---|---|--------------------------------------|
| <b>Subject:</b><br><b>EL DORADO COUNTY AIRPORT<br/>COMMISSION</b> | <b>Policy Number</b><br><b>I-3</b>        | <b>Page Number:</b><br><b>1 of 4</b> |
|   | <b>Date Adopted:</b><br><b>08/22/1989</b> | <b>Revised Date:</b>                 |

**POLICY:**

**A. Establishment of Commission**

There is hereby established and created a Commission known as the EL DORADO COUNTY AIRPORT COMMISSION. It shall consist of five members who will focus their efforts on issues affecting County airports and will act in an advisory capacity to the Board of Supervisors on those issues.

**B. Appointment of Members**

One member shall be appointed by each of five County Supervisors.

**C. Term of Office**

Appointees by the Board of Supervisors shall have a term the same as the Supervisor appointing each or until a successor is appointed.

**D. Officers**

At the first regular meeting of each calendar year, the Commission shall elect from its members a Chairperson and Vice-Chairperson who shall hold office for the term of one year and until the election of their successors.



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E. Staff

Staff support for the Commission will be provided by the El Dorado County Department of Transportation. Professional, technical and clerical services are to be rendered on a reimbursement basis, charged to the Airports Enterprise Fund.

F. Meetings

An agenda of items to be considered shall be prepared and delivered to Commission members ten days prior to the regular Commission meetings. Regular meetings of the Commission shall be held once a month on the second Tuesday of each month, at the Department of Transportation Meeting Room or at such place as may be determined by the Commission. Special meetings may be held on call of the Chairperson or the Director of the Department of Transportation. Meetings will be conducted under Roberts Rules of Order, consistent with Brown Act requirements.

G. Quorum

A majority of all members of the Commission shall constitute a quorum for the transaction of business, and a majority vote of all Commissioners shall be required for action on any item before the Commission.

H. Compensation

There shall be no compensation for the members; however, they shall be reimbursed their out-of-pocket expenses for reproduction, postage and mileage not



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to exceed an aggregate of \$100.00 in any one fiscal year without prior Commission approval.

I. Lapse of Membership

In the event that a member fails to attend three consecutive regular meetings without being excused by the Commission, or has missed more than fifty percent of the meetings in the preceding six months, the Chairperson shall advise the appointing body of such fact and the appointing body may declare the position vacant and immediately take the appropriate action to fill such vacancy for the remainder of the term.

J. Duties

The Commission shall act in an advisory capacity to the Board of Supervisors regarding matters relating to the County Airports as follows:

1. Long-range planning and development of airport facilities and services.
2. Issues relating to zoning, noise, encroachment, and airspace.
3. Review of County ordinances relating to airports.
4. Annual budget review, tiedown fees, land leases, and fuel sales.
5. Safety issues.
6. Policy negotiations.



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7. Public and fixed base operator relations.
8. Any other matter deemed relevant by the Commission or Board of Supervisors relative to airports.

**Primary Department:** Department of Transportation

**References:** None