

Memorandum



Date October 18, 2019

To Mayor & Members of the City Council

Subject Dallas-Fort Worth International Airport Board Appointments (Positions 4, 6, & 9)

The Dallas-Fort Worth Regional Airport Board, later renamed the Dallas-Fort Worth International Airport Board, was created by contract and agreement between the City of Dallas and the City of Fort Worth. The City Council of the City of Dallas is authorized to appoint seven (7) members to the DALLAS-FORT WORTH INTERNATIONAL AIRPORT BOARD (DFW Board): Position Nos. 1, 4, 5, 6, 9, 10 and 11. Terms for the following three (3) of the seven (7) positions expire Friday, January 31, 2020:

- Position 04 Venkatakrisnan (Raj) Narayanan
- Position 06 Eddie W. Reeves
- Position 09 Madeleine Johnson

On November 16, 2011, the City Council adopted Resolution No. 11-3106 outlining the DFW Board appointment process. In order to stay within the guidelines of this resolution, note the following:

- Beginning today, Friday, October 18, 2019, Councilmembers may nominate individuals to fill Positions Nos. 04, 06 and 09 for 2-year terms.
 - A Councilmember may submit no more than three (3) nominees per place for a grand total of 9 nominees per councilmember.
 - The nomination memo for each nominee must be accompanied by a NeoGov application – biography/resume optional.
 - The deadline to submit the nomination to the City Secretary's Office is **Monday, November 4, 2019**, no later than 5:00 p.m.
 - If no nomination including a NeoGov application is submitted by this due date, the nomination will be considered incomplete and the individual disqualified from consideration.
 - Electronic Bookmarked Notebooks containing information on DFW Board Nominees will be delivered to the full City Council Tuesday, November 12, 2019.
- The Transportation and Infrastructure Committee will interview the DFW Board nominees on **Monday, November 18, 2019**, and select the top three (3) finalists to recommend for appointment.
 - City Council is invited to attend/participate.
 - City Secretary informs the City Council of the top three (3) recommended finalists.
 - The three (3) recommended finalists are not guaranteed appointment as the City Council may consider other nominees, but only if they were interviewed.

- City Council appoints three (3) nominees on **Wednesday, December 11, 2019**.
 - Alternate Appointment date is Wednesday, January 8, 2020.
 - Only nominees interviewed may be considered for appointment.
 - Following appointments, the City Secretary assigns position numbers to appointees (Position Nos. 4, 6, & 9).
 - If no action taken, current members will remain in “holdover” status.

Attached is an appointment timeline and Resolution No. 11-3106. Please contact me if you have questions. You may also contact City Secretary Bilierae Johnson directly.



Lee M. Kleinman
City Councilmember, District 11
Chair, Transportation and Infrastructure Committee

Attachments

c: Bilierae Johnson, City Secretary
T.C. Broadnax, City Manager
Tammy Palomino, Assistant City Attorney
Jesus J. Salazar, First Assistant City Secretary

2020 APPOINTMENT TIMELINE
Dallas/Fort Worth International Airport Board (DFW)
Position Nos. 4, 6, & 9
Terms: February 1, 2020 to January 31, 2022

<p>October 18, 2019 (Friday)</p>	<ul style="list-style-type: none"> • Chair of the Transportation and Infrastructure Committee (TRNI) sends memo to City Council requesting nominees via submission of a nominating memo and NeoGov Application <ul style="list-style-type: none"> • Resume/biography optional • Maximum 3 (re)nominees from each Councilmember, per position • Positions to be filled: 4, 6, and 9 (all 2-year terms) • Deadline for nominations to be submitted to City Secretary's Office is Monday, November 4, 2019, no later than 5:00 p.m.
<p>October 25, 2019 November 1, 2019 (Fridays)</p>	<ul style="list-style-type: none"> • City Secretary sends status updates on nominations received with reminder of the Friday, November 4, 2019, 5:00 p.m. deadline to submit nominations with NeoGov applications to the City Secretary's Office
<p>November 4, 2019 (Monday)</p>	<ul style="list-style-type: none"> • Deadline for City Council nominations to be submitted no later than 5:00 p.m. <ul style="list-style-type: none"> • If NeoGov application for a particular nominee is not received by this deadline date/time, the nomination will be considered incomplete and the nominee will not be considered for review
<p>November 12, 2019 (Tuesday)</p>	<ul style="list-style-type: none"> • Electronic Bookmarked Notebooks of DFW Board nominees delivered to all City Councilmembers <p style="text-align: center;">[Hardcopy notebooks available upon request]</p>
<p>November 18, 2019 (Monday)</p>	<ul style="list-style-type: none"> • TRNI meets to interview DFW Board nominees <ul style="list-style-type: none"> • Full City Council invited to attend/participate • Three (3) finalists selected to recommend to City Council <ul style="list-style-type: none"> • City Secretary informs City Council of the recommendation(s) • The 3 recommended finalists are not guaranteed appointment as the city council may consider other nominees, but only if they were interviewed.
<p>December 11, 2019 (Wednesday)</p>	<ul style="list-style-type: none"> • City Council (re)appoints three (3) members <ul style="list-style-type: none"> • Only nominees interviewed may be considered for (re)appointment • After (re)appointments, City Secretary assigns position numbers to appointees (Position Nos. 4, 6, & 9) • Alternate appointment date January 8, 2020
<p>February 1, 2018 (Monday)</p>	<ul style="list-style-type: none"> • Term begins for (re)appointees <p style="text-align: center;">Current members remain in holdover status if no action taken</p>

November 16, 2011

WHEREAS, the Cities of Dallas and Fort Worth by Contract and Agreement dated April 15, 1968 (the "Contract"), provided for the construction and operation of Dallas-Fort Worth Regional Airport, subsequently renamed the Dallas-Fort Worth International Airport (the "Airport"), and continued, confirmed and established the Airport Board as its operating Board of Directors (the "Board"); and

WHEREAS, pursuant to City Council Resolution No. 76-1888, the duly elected Mayor of the City of Dallas is automatically appointed to fill Place 10; and

WHEREAS, the Dallas City Council is authorized to appoint six members to the Board (Place Nos. 1, 4, 5, 6, 9 and 11), with the terms for Places 1, 5 and 11 expiring on January 31st of odd-numbered years; and the terms for Places 4, 6 and 9 expire on January 31st of even-numbered years; and

WHEREAS, the City Council has determined that it is desirable to delineate the nomination, selection and appointment process for those members; **NOW, THEREFORE**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That, for each set of Board members to be appointed for terms to commence on February 1 of a particular year, by 5 pm on the third Friday in the preceding November each Councilmember and the Mayor may submit to the City Secretary's Office a memo with the names, supplemented by the 5 pm deadline with the biographical information or resume, of up to three individuals to be nominated for appointment or re-appointment to the D/FW International Airport Board; if a biography or resume is not received for a particular nominee by the 5 pm deadline on the third Friday in the preceding November, the nomination will be considered incomplete and the nominee will not be considered for review.

SECTION 2. That the Transportation and Environment Council Committee (TEC) shall select from the complete nominations submitted by Councilmembers and the Mayor six individuals to interview and by December 1 shall direct the City Secretary's Office to conduct background checks on the six selected individuals.

SECTION 3. That prior to the first Council agenda meeting in January the TEC shall interview the six individuals (to the extent they have been cleared by the City Secretary's Office) and shall select three of those individuals to recommend to the City Council for appointment to the Board.

11-3106

SECTION 4. That upon selection of individuals to serve on the Board, the City Secretary's Office shall assign to each of those individuals one of the then-open Board places.

SECTION 5. That this resolution shall take effect immediately from and after its passage in accordance with the Charter of the City of Dallas, and it is accordingly so resolved.

APPROVED BY
CITY COUNCIL

NOV 16 2011

Scott C. Davis
Acting City Secretary