



**AIRPORT COMMISSION MINUTES
REGULAR MEETING
City Council Chamber
421 Main Street
Chico, CA 95928
January 26, 2021
6:00 p.m.**

**COPIES OF THE MINUTES
ARE AVAILABLE FOR
REVIEW IN THE:**

Airport Manager's Office
150 Airpark Blvd., Suite 110
Chico, CA 95973
(530) 896-7216

Available online at:
www.ci.chico.ca.us

AIRPORT COMMISSION

Mike Antolock, Chair
Martin Nichols, Vice-Chair
BT Chapman
Linda MacMichael
Thomas Nolan-Gosling

1. REGULAR AIRPORT COMMISSION MEETING

1.1 CALL TO ORDER

Called to order by Chair Antolock at 5:58 p.m.

1.2 PLEDGE OF ALLEGIANCE

1.3 ROLL CALL

Present: Antolock, Nichols, Chapman, MacMichael, Nolan-Gosling
Absent: None

2. CONSENT AGENDA

All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

2.1 APPROVAL OF AIRPORT COMMISSION MEETING MINUTES

Approve minutes of the Regular Airport Commission meeting on October 27, 2020 (Attachment 1).

Public Comments: None

Commissioner Nolan-Gosling requested that future minutes contain bullet points on items that the Public Works Director and/or the Airport Manager report on during the meeting.

A motion was made by Commissioner Nolan-Gosling to approve the January consent agenda. Motion seconded by Commissioner Nichols.

Motion carried as follows:

AYES: Antolock, Nichols, Chapman, MacMichael, Nolan-Gosling

NOES: None

3. **ITEMS REMOVED FROM CONSENT AGENDA** - None

4. **NOTICE OF PUBLIC HEARINGS** – None

5. **CLOSED SESSION** – None

6. **REGULAR AGENDA**

6.1 **CONSIDERATION OF REQUESTS FOR HANGAR LEASE ASSIGNMENT AND ASSUMPTIONS**

The Commission will consider four (4) requests from current Hangar Lessee's to sell their leased hangar spaces to other individuals. In accordance with AP&P 90-16, the assignment of the lease needs to be reviewed and approved by the Commission prior to execution of the Lease Agreements.

Action: The Interim Airport Manager recommends approval of the following Minute Orders to authorize the City Manager to execute Consent to Assignment and Assumption Agreements for the following four (4) hangar leases.

6.1.1 **Minute Order 01-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Dan Dunkly, Lessee and Assignor/Dan Jay, Assignee) Hangar Space No. B-13 (Attachment 2).

6. 1.2 **Minute Order 04-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Dan Dunkly, Lessee and Assignor/ Stan & Leslie Gungl, Assignee) Hangar Space No. C-6 (Attachment 3).

6.1.3 **Minute Order 03-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Steve Powers, Lessee and Assignor/ Stan & Leslie Gungl, Assignee) Hangar Space No. C-10 (Attachment 4).

6.1.4 **Minute Order 02-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Dan Jay, Lessee and Assignor/Dan Dunkly, Assignee) Hangar Space No. C-12 (Attachment 5)

Commissioner Nichols inquired whether routine lease agreements can be approved at Airport Manager level instead of needing Commission approval. The Public Works Director will consult with the City Attorney and report back to the Commission at the April meeting.

With direction to Staff to report back on routine lease agreement approvals, a motion was made by Commissioner Nichols for these four (4) Consent to

Assignment and Assumption Agreements to be approved and executed. Motion seconded by Commissioner MacMichael.

Motion carried as follows:

AYES: Antolock, Nichols, Chapman, MacMichael, Nolan-Gosling

NOES: None

7. **BUSINESS FROM THE FLOOR**

Members of the public may address the Commission at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

Public Comments: None

8. **REPORTS AND COMMUNICATION**

The following reports and communication items are provided for the Commission's information. No action can be taken on the items unless the Commission agrees to include it on a subsequent agenda.

8.1 **AIRPORT MANAGER UPDATE**

Verbal reports from Erik Gustafson, Public Works Director – Operations & Maintenance and Rod Dinger, Interim Airport Manager.

- Homeless Effort Update
- Commissioner Openings
- Airport Manager Position
- PFAS Testing
- Military Aircraft
- Grant to Reconstruct Cohasset Rd
- Enloe Lease

Interim Airport Manager will meet with the City Attorney on 1/27/21 to discuss the Enloe Lease proposal and will provide a meeting summary to the Commission via email.

A motion was made by Commissioner Nichols to add the Enloe Lease discussion to the April agenda. Motion seconded by Nolan-Gosling.

Motion carried as follows:

AYES: Nichols, Nolan-Gosling, MacMichael

NOES: Antolock, Chapman

Motion passed 3-2.

8.2 **AIRPORT COMMISSIONER REPORTS**

Commissioners will report on airport related items that have been addressed by their assigned committee, commission or association since the last Airport Commission meeting (if any).

A. Finance Committee – Chapman

B. Internal Affairs Committee – Nolan-Gosling

C. Butte County Airport Land Use Commission (ALUC) Alternate – Antolock

D. North Valley Aviation Association (NVAA) – open

The NVAA has been discontinued and will be removed from future agenda reports.

E. JetChico – MacMichael, Nichols

9. **ADJOURNMENT**

Adjourned to a Regular Airport Commission meeting on April 27, 2021 at 6:00 p.m. in the City Council Chamber located at 421 Main Street, Chico, CA.

Date Approved: May 11, 2021





**AIRPORT COMMISSION MINUTES
SPECIAL MEETING
Via the Zoom Platform
March 30, 2021
10:00 a.m.**

**COPIES OF THE MINUTES
ARE AVAILABLE FOR
REVIEW IN THE:**

Airport Manager's Office
150 Airpark Blvd., Suite 110
Chico, CA 95973
(530) 896-7216

Available online at:
www.ci.chico.ca.us

AIRPORT COMMISSION

Mike Antolock, Chair
Martin Nichols, Vice-Chair
BT Chapman
Linda MacMichael
Thomas Nolan-Gosling

1. SPECIAL AIRPORT COMMISSION MEETING

1.1 CALL TO ORDER

Called to order by Chair Antolock at 10:01 a.m.

1.2 PLEDGE OF ALLEGIANCE

1.3 ROLL CALL

Present: Antolock, Nichols, Chapman, MacMichael, Nolan-Gosling
Absent: None

2. SPECIAL AGENDA

2.1 CONFIRMATION OF AIRPORT MANAGER

The Public Works Director – Operations & Maintenance is requesting the Commission confirm the appointment of Tom Bahr as the Airport Manager.

Action: The Public Works Director – O&M recommends the Airport Commission confirm the City Manager's recommendation to hire Thomas Bahr as the City of Chico Airport Manager.

A motion was made by Vice Chair Nichols to confirm the appointment of Thomas Bahr as the City of Chico Airport Manager. Motion was seconded by Commissioner Nolan-Gosling.

Motion carried as follows:

AYES: Antolock, Nichols, Chapman, MacMichael Nolan-Gosling.

NOES: None.

5. **ADJOURNMENT**

Adjourn to a Regular Airport Commission meeting on April 27, 2021 at 6:00 p.m. in the City Council Chamber located at 421 Main Street, Chico, CA.

Date Approved: May 11, 2021





**AIRPORT COMMISSION MINUTES
REGULAR MEETING
City Council Chamber
421 Main Street
Chico, CA 95928
May 11, 2021
10:30 a.m.**

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AIRPORT COMMISSION

Mike Antolock, Chair
Martin Nichols, Vice-Chair
BT Chapman
Linda MacMichael
Thomas Nolan-Gosling

1. REGULAR AIRPORT COMMISSION MEETING

1.1 CALL TO ORDER

Called to order by Chair Antolock at 10:30 a.m.

1.2 PLEDGE OF ALLEGIANCE

1.3 ROLL CALL

Present: Antolock, Nichols, Chapman, MacMichael, Nolan-Gosling
Absent: None

2. CONSENT AGENDA

All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

2.1 APPROVAL OF AIRPORT COMMISSION REGULAR MEETING MINUTES

Approve minutes of the Regular Airport Commission meeting on January 26, 2021 (Attachment 1).

2.2 APPROVAL OF AIRPORT COMMISSION SPECIAL MEETING MINUTES

Approve minutes of the Special Airport Commission meeting on March 30, 2021 (Attachment 2).

Public Comments: None

A motion was made by Vice Chair Nichols to approve both items under the Consent Agenda. Motion seconded by Commissioner MacMichaels.

Motion carried as follows:

AYES: Antolock, Nichols, Champan, MacMichael, Nolan-Gosling

NOES: None

Motion passed 5-0.

3. **ITEMS REMOVED FROM CONSENT AGENDA** - None

4. **NOTICE OF PUBLIC HEARINGS** – None

5. **CLOSED SESSION** – Please see Agenda Item #9 below

6. **REGULAR AGENDA**

6.1 **NEW AIRPORT MANAGER INTRODUCTION** (Verbal)

Commissioner Nolan-Gosling requested that Airport Manager Bahr send an email to all Commissioners listing the items he is currently working on.

6.2 **COMMISSIONER RECRUITMENT UPDATE** (Verbal report by Public Works Director – O&M)

A new Chair and Vice Chair were not selected at the January 26 meeting due to the low applicant pool. Therefore, a new Chair and Vice Chair still need to be selected along with fulfillment of the two (2) vacant Commissioner positions.

The Commission had questions about the length of term once the new Chair and Vice Chair are appointed. Public Works Director Gustafson will follow up with the Clerk's office.

Public Works Director Gustafson advised the Commission that City Council is requesting a cost estimate of Staff resources devoted to the Airport Commission.

6.3 **CONSIDERATION OF REQUEST FOR HANGAR LEASE ASSIGNMENT AND ASSUMPTION**

The Commission considered three (3) requests from current Hangar Lessee's to sell their leased hangar space to another individual. In accordance with AP&P 90-16, the assignment of the lease needs to be reviewed and approved by the Commission prior to execution of the Lease Agreement.

Recommendation: The Airport Manager recommends approval of the following Minute Orders to authorize the City Manager to execute the Consent to Assignment and Assumption Agreements for the following hangar leases:

6.3.1 **Minute Order 06-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Dan Dawson, Assignee, Lessee and Assignor/Lance Petrack-Zunich) Hangar Space No. B-15 (Attachment 3).

6.3.2 **Minute Order 07-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico

Municipal Airport (City of Chico/Scott Steele, Assignee, and Assignor/Norm Nielsen, Chico Electric) Hangar Space No. A-1 (Attachment 4).

- 6.3.3 **Minute Order 08-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Martin Ringvold and Erica Wright, Assignees, and Assignor/Piper Family Trust) Hangar Space A-9 (Attachment 5).

Public Comments: None

Note: The Minute Order approval dates were revised to reflect May 11, 2021, as the April 27, 2021 meeting was cancelled. No other changes were made to the Minute Orders.

A motion was made by Vice Chair Nichols for these three (3) Consent to Assignment and Assumption Agreements to be approved and executed. Motion seconded by Commissioner MacMichael.

Motion carried as follows:

AYES: Antolock, Nichols, Champan, MacMichael, Nolan-Gosling

NOES: None

Motion passed 5-0.

6.4 **CONSIDERATION OF LEASE ASSIGNMENTS APPROVAL CHANGE**

The Commission discussed delegating authority to approve portable hangar leases at the Airport Manager level and update the Commission on the approvals at the next meeting. (Attachment 6)

Action: The Public Works Director O&M and Airport Manager recommended the Commission delegate authority to City Staff to approve portable hangar leases.

Commissioner Chapman requested that Staff update the Commission at each meeting on all leases that were approved and denied by the Airport Manager since the last meeting. This update will be provided under the Airport Commissioner Reports section of each meeting agenda.

Commissioner Nolan-Gosling requested that the term “non-permanent” hangars be used instead of “portable” hangars.

Staff explained that the delegation of authority is only granting the Airport Manager authority to approve the lease without obtaining prior approval from the Commission. The Lease Agreement will still be reviewed and approved by the City Attorney, Administrative Services Director, and City Manager. The signatory blocks of the Lease Agreement will not change.

If the Commission approves this delegation of authority, AP&P 90-16 must be amended and approved by City Council.

Public Comments: None

A motion was made by Vice Chair Nichols to postpone the delegation of authority decision to the July meeting. Motion seconded by Chair Antolock.

AYES: Antolock, Nichols

NOES: Champan, MacMichael, Nolan-Gosling

Motion failed 2-3.

A new motion was made by Vice Chair Nichols to delegate authority to the Airport Manager to approve non-permanent hangar leases.

Motion carried as follows:

AYES: Nichols, Champan, MacMichael, Nolan-Gosling

NOES: Antolock

Motion passed 4-1.

7. **BUSINESS FROM THE FLOOR**

Members of the public may address the Commission at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

Public Comments: None

8. **REPORTS AND COMMUNICATION**

The following reports and communication items were provided for the Commission's information. No action can be taken on the items unless the Commission agrees to include it on a subsequent agenda.

8.1 **AIRPORT MANAGER REORTS**

Verbal reports from Erik Gustafson, Public Works Director – Operations & Maintenance, Tom Bahr, Airport Manager, and Rod Dinger, Airport Strategist.

A. Unhoused Effort Update

Staff advised that current litigation issues are being handled by the City Attorney's office and the City is still looking at open-space and building options for the unhoused population. Staff will keep the Commission updated on the status as things progress.

Vice Chair Nichols had questions as to when the FAA would get involved if an unhoused shelter was opened at the Airport.

Commissioner Nolan-Gosling commented that the City Council should be apprised of how an unhoused shelter would affect the Airport.

B. Airport Manager Transition to Tom Bahr

Staff advised that Taxiway A reconstruction started May 3, with 75 working days allotted for completion. The Runway reconstruction is earmarked for 2022.

Commission inquired about a public announcement of Tom's hire.

8.2 **AIRPORT COMMISSIONER REPORTS**

Commissioners reported on Airport related items that have been addressed by their assigned committee, commission or association since the last Airport Commission meeting (if any).

A. Finance Committee – Chapman

B. Internal Affairs Committee – Nolan-Gosling

C. Butte County Airport Land Use Commission (ALUC) Alternate – Antolock

Airport Manager Bahr will take over the ALUC position.

D. JetChico – MacMichael, Nichols

9. **CLOSED SESSION**

Commission recessed to Closed Session in Conference Room 2 at 12:10 p.m.

9.1 **LEASE REASSIGNMENT UPDATE – 1105 FORTRESS ST, CHICO CA**

Commission returned from Closed Session at 12:28 p.m.

10. **ADJOURNMENT**

The meeting adjourned at 12:31 p.m. to the next regular Airport Commission meeting on July 27, 2021 at 6:00 p.m. in the City Council Chamber located at 421 Main Street, Chico, CA.

Date Approved: July 29, 2021





AIRPORT COMMISSION MINUTES
REGULAR MEETING
City Council Chamber
421 Main Street
Chico, CA 95928

AIRPORT COMMISSION

Mike Antolock, Chair

Martin Nichols, Vice-Chair

BT Chapman

Linda MacMichael

Thomas Nolan-Gosling

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1 **CALL TO ORDER**

Called to order by Chair Antolock at 6:00 p.m.

1.2 **PLEDGE OF ALLEGIANCE**

1.3 **ROLL CALL**

Present: Antolock, Nichols, Chapman, MacMichael, Nolan-Gosling

Absent: None

2. **CONSENT AGENDA**

All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

2.1 **APPROVAL OF AIRPORT COMMISSION REGULAR MEETING MINUTES**

Attachment 1

Approve minutes of the Regular Airport Commission meeting on May 11, 2021 (Attachment 1).

Public Comments: None

A motion was made by Vice Chair Nichols to approve the May 11, 2021 minutes with the following revision to Item 6.4: "motion carried as follows" sentence to be removed from the first Commission vote under this Item, as the motion failed.

Motion to approve the May 11, 2021 minutes with this revision was seconded by Commissioner MacMichael.

Motion carried and passed 5-0 as follows:

AYES: MacMichael, Champan, Nolan-Gosling, Nichols, Antolock

NOES: None

3. **ITEMS REMOVED FROM CONSENT AGENDA** - None

4. **NOTICE OF PUBLIC HEARINGS** – None

5. **CLOSED SESSION** – None

6. **REGULAR AGENDA**

6.1 **COMMISSIONER RECRUITMENT AND CHAIR/VICE CHAIR LENGTH OF TERM UPDATES** (Verbal report by Public Works Director – O&M)

Public Works Director Gustafson advised the Commission that a new Airport Commissioner will be appointed at the September 7 Council Meeting and will be sworn at the October 26 Airport Commission meeting. The new Commissioner's 4-year service term will backdate to January 2021 and conclude in January 2025.

The Commission discussed the Chair and Vice Chair positions, specifically when to hold the vote and what the terms shall be.

Attachment 1

A motion was made by Commissioner Nolan-Gosling to have the current Chair and Vice Chair remain in their respective positions until January 2022, at which time a new Chair and Vice Chair will be voted in. Motion seconded by Vice Chair Nichols.

Motion carried and passed 5-0 as follows:

AYES: MacMichael, Champan, Nolan-Gosling, Nichols, Antolock

NOES: None

6.2 **PROPOSED MILITARY INSIGNIA OPTIONS FOR SOUTH HANGAR COMPLEX OWNERS** (Attachment 2)

Public Comments were received from Norm Rosene.

Commissioner Nolan-Gosling advised that approval of such design proposals is already under the purview of the Airport Manager. Per the Lease of Property at the Chico Municipal Airport document updated in 2020, section 17 "Improvements" states:

"Subject to any rights or obligations provided for under the Improvements section of Exhibit D, Lessee shall not make, or allow to be made, any alterations, physical additions, improvements or partitions, including without limitation the attachment of any fixtures or equipment ("Improvements"), in, about or to the Premise without obtaining the prior written consent of City's Airport Manager, which shall not be unreasonably withheld."

The Commission directed Staff to establish a Policy & Procedure (P&P) to standardize design templates and get approval of such P&P from the City Attorney.

Once the P&P is established, Airport Manager shall report to the Commission at the next scheduled meeting on any new designs/improvements that are approved.

Attachment 1

This item shall be added to the next Airport Commission agenda for further discussion/review.

6.3 **CONSIDERATION OF FIRST AMENDMENTS TO LEASES OF REAL PROPERTY**

The Commission considered three (3) requests from current Hangar Lessee's to amend their lease agreements. In accordance with AP&P 90-16, the amendment of the lease needs to be reviewed and approved by the Commission prior to execution of the Lease Amendment.

Recommendation: The Airport Manager recommended approval of the following Minute Orders to authorize the City Manager to execute the Lease Amendments for the following hangar leases:

- 6.3.1 **Minute Order 09-21** authorizing the City Manager to execute a First Amendment to Lease of Real Property at the Chico Municipal Airport (City of Chico/Jay Family Trust) Hangar Spaces D-1 through D-28 (Attachment 3).
- 6.3.2 **Minute Order 10-21** authorizing the City Manager to execute a First Amendment to Lease of Real Property at the Chico Municipal Airport (City of Chico/ChicoEco, Inc.) for 747 Fortress Street (Attachment 4).
- 6.3.3 **Minute Order 11-21** authorizing the City Manager to execute a First Amendment to Lease of Real Property at the Chico Municipal Airport (City of Chico/Keeney & Son Farms, Inc.) Hangar Spaces C-20 through C-23 (Attachment 5).

Public Comments: None

Vice Chair Nichols motioned to approve all items under 6.3 of the Agenda. Motion was seconded by Commissioner MacMichael.

Motion carried and passed 5-0 as follows:

AYES: MacMichael, Champan, Nolan-Gosling, Nichols, Antolock

Attachment 1

NOES: None

6.4 **CONSIDERATION OF REQUEST FOR GROUND HANGAR LEASE TRANSFER AND GROUND HANGAR LEASE AMENDMENT**

The Commission considered a lease transfer at 1105 Fortress Street from Wayne A. Cook Revocable Trust to Enloe Medical Center. Commission will also consider terms for a lease amendment to increase the rental rate and slightly reduce the parcel size. (Attachment 6)

Recommendation: The Airport Manager requested the Commission recommend City Council approval of the following:

1. Executing a Consent to Assignment and Assumption Lease of Real Property at the Chico Municipal Airport (City of Chico/Enloe, Assignee, Lessee and Assignor/Wayne A. Cook Revocable Trust) for 1105 Fortress Street.
2. Executing the First Amendment to Lease of Real Property at the Chico Municipal Airport (City of Chico/Enloe Medical Center) for 1105 Fortress Street to increase the rental rate and slightly reduce the parcel size.

Public Comments: None

Commissioner MacMichael motioned to approve the Consent to Assignment and Assumption and First Amendment to Lease of Real Property at 1105 Fortress Street. Motion was seconded by Commissioner Chapman.

Motion carried and passed as follows:

AYES: MacMichael, Champan, Nichols, Antolock

NOES: None

ABSTAIN: Nolan-Gosling

6.5 **AIR SERVICE DEVELOPMENT COMMITTEE ASSIGNMENTS**

At the June 15th, 2021 Chico City Council meeting, staff presented a short update on our air service pursuit efforts. During the update Council moved to nominate Mayor Coolidge and Councilmember Denlay to sit on the Committee. The Commission is being asked to nominate a Commissioner or two to serve on the committee and attend stakeholder meetings. (Attachment 7)

Recommendation: Public Works Director – O&M recommended the Commission nominate one or two Commissioners to represent the Airport Commission on an Air Service Development Committee and attend key stakeholder meetings.

Public Comments: None

Commissioner Nolan-Gosling motioned to nominate Chair Antolock and Commissioner MacMichael to represent the Airport Commission on the Air Service Development Committee. Motion was seconded by Vice Chair Nichols.

Motion carried and passed 5-0 as follows:

AYES: MacMichael, Champan, Nolan-Gosling, Nichols, Antolock

NOES: None

7. **BUSINESS FROM THE FLOOR**

Members of the public may address the Commission at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

Public comments were received from Norm Rosene.

Vice Chair Nichols inquired about the North Chico Village Development Workshop. Public Works Director Gustafson will work with the County schedule a presentation to the Commission.

8. **REPORTS AND COMMUNICATION**

The following reports and communication items are provided for the Commission's information. No action can be taken on the items unless the Commission agrees to include it on a subsequent agenda.

8.1 **AIRPORT MANAGER REPORTS**

Verbal reports from Erik Gustafson, Public Works Director – Operations & Maintenance, Tom Bahr, Airport Manager, and Rod Dinger, Airport Strategist.

8.1.1. **Tom Bahr – Airport Manager**

- Current Project Updates:
 - Taxiway A Reconstruction
 - Air Service Development
- Consent to Assignment and Assumption Lease Updates

Since the May 11, 2021 Airport Commission meeting, Airport Manager Bahr has approved the following consent to assignment and assumption leases:

 - Hangar Space A-6 from Tom Hicks to Norm Rosene.
 - Hangar Space C-16 from Stan & Leslie Gungl to Steve Powers.

8.1.2. **Erik Gustafson – Public Works Director – O&M**

- Temporary Resting Center Update
- Cohasset Road Widening Project
- Fiber Connectivity to Airport
- Firefighter Effort

Commissioner MacMichael had a question about the Cohasset Road Widening Project. Public Works Director Gustafson will follow up with an email to all Commissioners on the project specifics.

The Commission inquired about a public announcement for Airport Manager Bahr's hire.

Attachment 1

8.1.3. Rod Dinger, Airport Strategist

- Air Service Development and Airline Industry Update

8.2 AIRPORT COMMISSIONER REPORTS

Commissioners reported on airport related items that have been addressed by their assigned committee, commission or association since the last Airport Commission meeting (if any).

- A. Finance Committee – Chapman
- B. Internal Affairs Committee – Nolan-Gosling
- C. Butte County Airport Land Use Commission (ALUC) – Tom Bahr
- D. Jet Chico – MacMichael, Nichols

The Commission requested that a Budget Report item be added back to the agenda.

9. ADJOURNMENT

The meeting adjourned at 8:17 p.m. to the next Regular Airport Commission meeting on October 26, 2021 at 6:00 p.m. in the City Council Chambers located at 421 Main Street, Chico, CA.





AIRPORT COMMISSION MINUTES
REGULAR MEETING
City Council Chamber
421 Main Street
Chico, CA 95928
October 26, 2021
6:00 p.m.

AIRPORT COMMISSION

Mike Antolock, Chair
Martin Nichols, Vice-Chair
BT Chapman
Linda MacMichael
Thomas Nolan-Gosling

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1 **CALL TO ORDER**

Called to order by Chair Antolock at 6:00 p.m.

1.2 **PLEDGE OF ALLEGIANCE**

1.2 **ROLL CALL**

Present: Antolock, Nichols, MacMichael, Nolan-Gosling, Breckenridge.
Absent: None

2. **CONSENT AGENDA**

All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

2.1 **APPROVAL OF AIRPORT COMMISSION REGULAR MEETING MINUTES**

Approve minutes of the Regular Airport Commission meeting on July 29th, 2021.

Public Comments: None

2.2 **CONSIDERATION OF REQUEST FOR HANGAR LEASE ASSIGNMENT AND ASSUMPTION**

The Commission will consider the request from current Hangar Lessee to sell their leased hangar space to another individual. In accordance with AP&P 90-16, the assignment of the lease needs to be reviewed and approved by the Commission prior to the execution of the Lease Agreement.

2.2.1 **Minute Order 10-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Co-Owners Bryan Elhardt and Scott Roberson, Assignee, Lessee and Assignor/Scott Roberson) Hangar Space No. E-16 (Attachment 2

A motion was made by Commissioner Chapman to approve both items under the Consent Agenda. Motion was seconded by Commissioner Nichols.

Motion carried and passed 5-0 as follows:

AYES: MacMichael, Chapman, Nolan-Gosling, Nichols and Antolock.

NOES: None

3. **ITEMS REMOVED FROM CONSENT AGENDA** - None

4. **OFFICIAL CEREMONY**

4.1 **RECOGNITION OF OUTGOING AIRPORT COMMISSIONER – B.T. CHAPMAN**
(City Clerk)

4.2 **SWEARING-IN OF NEW AIRPORT COMMISSIONER – MARC BRECKENRIDGE**
(City Clerk)

5. **CALL TO ORDER**

After swearing in of Commissioner Breckenridge, the Airport Commission meeting will be called to order by Chair Antolock.

6. **NOTICE OF PUBLIC HEARINGS** – None

7. **CLOSED SESSION** – None

8. **REGULAR AGENDA**

8.1 **CONSIDERATION OF 2022 AIRPORT COMMISSION MEETING CALENDAR**

Per Airport Charter section 2.36.030, the Commission shall select a weekday and time for regular quarterly meetings during the months of January, April, July and October that shall begin no earlier than 6:00 p.m. The Commission will consider the following proposed meeting schedule for 2022.

January 25, 2022

April 26, 2022

July 26, 2022

October 25, 2022

A Motion was made by Commissioner Martin to approve the 2022 Airport Commission Meeting Calendar. The motion was seconded by Commission MacMichael.

Motion carried and passed 5-0 as follows:

AYES: MacMichael, Breckenridge, Nolan-Gosling, Nichols and Antolock.

NOES: None

9. **BUSINESS FROM THE FLOOR**

Members of the public may address the Commission at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

There was no business from the floor.

10. **REPORTS AND COMMUNICATION**

The following reports and communication items were provided for the Commission's information. No action can be taken on the items unless the Commission agrees to include it on a subsequent agenda.

10.1 **AIRPORT MANAGER REPORTS**

Verbal report from Tom Bahr, Airport Manager.

10.1.1. **Tom Bahr – Airport Manager**

- Current Project Updates:
 - Air Service Development / Agreements
 - Taxiway A Reconstruction
 - Consideration of Draft Policy and Procedure for Hangar Design Standardization
 - Cohasset Road Project
 - Temporary Shelter Costs to the City (Erik Gustafson)
- Consent to Assignment and Assumption Lease Updates
 - Hangar Space A-13 Dee Gannon to Norm Rosene
 - Hangar Space B-6 Lewis N. Hyatt to William Pierini
- Lease Updates
 - Enloe
 - Chico Bag
 - Tri-Counties Bank
- Fire Suppression
- Budget Report (Attachment 3)

Commissioner Nolan-Gosling and Chair Antolock requested a monthly update be sent via email from the Airport Manager.

10.2 **AIRPORT COMMISSIONER REPORTS**

Commissioners reported on airport related items that have been addressed by their assigned committee, commission or association since the last Airport Commission meeting (if any).

- A. Finance Committee –
- B. Internal Affairs Committee – Nolan-Gosling
- C. Butte County Airport Land Use Commission (ALUC) – Tom Bahr
- D. Air Service Development Committee – MacMichael, Antolock

Chair Antolock suggested Commissioner Nichols be appointed to the Finance Committee. Appointment to be addressed at the January meeting.

11. **ADJOURNMENT**

The meeting adjourned at 7:38pm to the next Regular Airport Commission meeting on January 25, 2022 in the City Council Chambers located at 421 Main St, Chico, CA.



Please contact the Airport Manager's Office at (530) 896-7216 if you require an agenda in an alternative format or if you need to request a disability-related modification or accommodation to participate in a meeting. This request should be received at least three working days prior to the meeting to accommodate your request.

