

**REGULAR MEETING
AIRPORT COMMISSION**

January 30, 2001

A regular meeting of the Airport Commission was held at 7:30 p.m. on Tuesday, January 30, 2001, in the Council Chamber of the Chico Municipal Center.

Present at roll call were Chair Lucas, and Commissioners Bellin, Moran, Sherwood, and Silva.
Absent: None. City Staff: Airport Manager Grierson and Administrative Analyst Main.

ROLL CALL AND INTRODUCTION OF NEW COMMISSIONER, MICHAEL MORAN

Chair Lucas introduced the new Commissioner, Michael Moran.

LECTION OF 2001 CHAIR AND VICE CHAIR AND DISCUSSION OF COMMITTEES.

On a motion by Commissioner Silva, seconded by Commissioner Bellin, the Commission re-elected Steve Lucas as Chair. On a motion by Commissioner Bellin, seconded by Chair Lucas, the Commission elected Commissioner Sherwood as Vice Chair for the 2001 calendar year. In addition, the Commission discussed committee membership and decided to fill the committee positions as follows:

<u>Commissioner</u>	<u>Committee(s)</u>
Georgie Bellin	Architectural Review Committee Master Plan Committee Art Committee
Steve Lucas	Budget Committee Airport Management, Alternate
Michael Moran	Airport Management Committee Master Plan Committee
Allen R. Sherwood	Airport Management Committee ARB, Alternate
Al Silva	Architectural Review Committee Art Committee Budget Committee Master Plan, Alternate

APPROVAL OF MINUTES- 11-28-00

The Commission was provided with copies of minutes for its meeting held on 11-28-00. A motion to approve the minutes was made by Commissioner Sherwood, and seconded by Commissioner Bellin

and passed 4-0-1, with Commissioner Moran abstaining.

RESOLUTION NO. 1-01: RESOLUTION OF AIRPORT COMMISSION OF CITY OF CHICO EXPRESSING ITS APPRECIATION TO WENDY COGGINS FOR HER SERVICE AS AIRPORT COMMISSIONER FROM JUNE 1997 THROUGH DECEMBER 2000

A motion to approve Resolution No. 1-01 was seconded and passed unanimously.

DISCUSSION AND REVIEW OF LETTER TO THE BOARD OF SUPERVISORS REGARDING AIRPORT LAND USE PLANNING

Airport Manager Grierson stated that at the last Airport Commission meeting he was asked to draft a letter to the Board of Supervisors discussing some of the concerns of the Airport Commission regarding the impact on the airport of the Airport Land Use Commission's Comprehensive Land Use Plan and the Airport's ability to expand and grow.

Commissioner Moran stated that he was concerned after reading the letter because it differed from his reading of item 3.3 of the agenda. He noted that there is nothing in the letter about expanding to the north.

Airport Manager Grierson stated that the reason he excluded specific discussion on runway expansion to the north is because the City has not formally adopted the Airport Master Plan which is the document that would establish runway extension to the north.

Commissioner Moran commented that the motion that was made is not reflected in the letter. Commissioner Silva indicated that he could appreciate Commissioner Moran's concern. Chair Lucas commented that perhaps the letter could indicate that the City is looking at expansion, and this may include extending to the north.

Commissioner Moran stated that in light of the motion that was made, language could be created that would indicate that based on the development that has already occurred we are faced with incursion issues. Two other points that Commissioner Moran said should be changed are the word "...all..." should be removed from the next to the last paragraph toward the end of the first line, and the word "...would..." in the same paragraph, second line should be changed to "...potentially could..." Airport Manager Grierson noted that the reason he included the word "all" is because in some communities there are attempts to restrict some types of aircraft, but the paragraph can be revised as requested by the Commission.

Chair Lucas stated that if it is agreeable with the Commission, Airport Manager Grierson will make some of these modifications, and will mail the letter to the Board of Supervisors without bringing it back to the Commission.

DISCUSSION AND REVIEW OF DRAFT PROTOCOL WITH CALIFORNIA DIVISION

OF FORESTRY

Airport Manager Grierson reported that, after review by the City Attorney, he had prepared and submitted to California Division of Forestry a draft fuel protocol. The draft fuel protocol was passed on to Chief Iverson for his review and comment. He noted that the next step is to schedule a meeting with himself, and Aero Union, Pacific Flight Services, and Chief Iverson.

Commissioner Moran asked for background information on this item. Airport Manager Grierson stated that the California Division of Forestry has a fixed operation at the airport and that part of their operation requires that contract tanker aircraft that fly into the Airport are refueled. Last year several tankers were refueled by Aero Union Corporation. Pacific Flight Services as the Fixed Base Operator (FBO) has the concession for fuel. There has been some concern expressed that Aero Union Corporation was refueling the tankers when no emergency had occurred. California Division of Forestry would like assurances that there will be an adequate supply of fuel. Airport Manager Grierson noted that there is no mechanism to allow Aero Union Corporation to legally provide fuel to transient aircraft without some protocol in place.

In response to Commissioner Moran's question if there is any language in the lease which prohibits the refueling of aircraft, Airport Manager Grierson stated that Aero Union Corporation is allowed to provide fuel service to their aircraft. He noted that for retail concessions on fuel there is a City policy in place which sets out the minimum standards for operating as an FBO.

Commissioner Moran stated that he is not satisfied that Aero Union Corporation is prohibited from fueling tanker aircraft. Airport Manager Grierson noted that this is the opinion of the City Attorney's office. Commissioner Moran stated that he would like to review the lease in order to make an informed decision. Commissioner Moran questioned whether or not the FBO lease gives it the exclusive right to be the only entity pumping fuel into these types of aircraft. He asked to review Pacific Flight Service's lease, and/or hear from the City Attorney, to examine whether or not they have the exclusive right to pump fuel.

Airport Manager Grierson stated that Pacific Flight Services does not have exclusivity, but the FBO is the only facility authorized by lease and the City's minimum standards to retail fuel services.

Commissioner Moran stated that he would like to see the underlying documents that support the assertion that Aero Union Corporation cannot be called upon when needed to fuel planes. He stated that he is also concerned about the way it is written in the protocol that the Battalion Chief is the sole individual to determine if the FBO is unable to provide the level of service necessary to refuel the tankers. He noted that he is also concerned about paragraph 3 of the protocol with respect to notice, and that there should be some mention of other methods considered such as telephone, fax or email.

Airport Manager Grierson stated that the reason the Battalion Chief was selected as the individual to make the determination is because he felt the Chief would be able to focus his priority on meeting the

demands of the mission. Commissioner Moran stated that he would be strongly inclined to include the tanker pilot in the decision-making process.

Chair Lucas stated that he has been involved in the discussions concerning the drafting of the protocol, and that it is an attempt to address an issue that was clearly left in a gray area in the past. He noted that he is comfortable with letting Chief Iverson, Aero Union Corporation, and Pacific Flight Services work out the details.

Commissioner Moran stated that on page 1, paragraph 1A there is no mention of tankers. He is concerned that the words “support” aircraft could mean anything, if what is meant is tanker aircraft, then it should state that.

Charles Isele (Aero Union Corporation) stated that he is responsible for the fuel operations for Aero Union Corporation. He noted that while Aero Union Corporation strongly believes that they have the right by the lease, and by the minimum standards, to sell fuel to their customers, they also realize that it is important to get along with their neighbors. He stated that Aero Union Corporation will no longer inventory the fuel to sell to tankers other than to take care of their own tankers, nor will they necessarily inventory fuel to back up the California Division of Forestry. If an emergency comes up, and there is fuel in excess of their own needs, they will help out. Commissioner Silva stated that he is not concerned if Aero Union Corporation does have the fuel, but what will happen if they do not have the fuel? Mr. Isele commented that that question is best answered by Chief Iverson.

Commissioner Moran stated that the fundamental issue is whether or not Aero Union Corporation is precluded by the lease from providing the service. He stated that if the City Attorney feels that they are precluded, he would like the City Attorney to come to the next meeting with the lease and explain to the Commission the language that the City Attorney relied on when he made this decision. Commissioner Moran stated that this is a threshold issue, that involves going back and looking at the FBO standard.

In response to Chair Lucas’ question to Mr. Isele whether or not his statement precludes Aero Union from entering into an agreement, Mr. Isele stated that his concern is the time and money that is put into keeping the fuel full, especially if there is another organization that has been designated as the responsible party to provide fuel. He said that he is willing to look at it as long as he has the right to say no.

Chief Steve Iverson (California Division of Forestry (CDF)) stated that he is the Battalion Chief and air attack officer at the Chico Airport. He said that there have been many discussions with all of the parties that are involved in this matter. Chief Iverson stated that he has decided that he is not going to get involved until the issue of fuel sales is solved. He noted that CDF’s involvement is to provide a service to the public, and respond and react to emergencies. He said that the fuel agreement is not going to solve anything, but the issue of who can provide fuel needs to be resolved first.

Chief Iverson noted that while Pacific Flight Services endeavors to provide the best service they can, they cannot meet one hundred percent of CDF's needs at the Airport. The problem facing Pacific Flight Services is generally refill time on the trucks. He noted that the pilots do participate in the fueling process by indicating to him that they are in need of fuel. Chief Iverson stated that he cannot accept a situation where he is not certain that the aircraft will be fueled.

In response to Chair Lucas' question as to what CDF plans to do if the City Attorney's position remains that Aero Union Corporation is prohibited from selling fuel, Chief Iverson stated that it would be unacceptable, and he would be compelled to draft a letter stating that CDF will pursue their own fuel by going out to bid to obtain fuel from a different vendor.

Commissioner Moran stated that if Aero Union Corporation is prohibited from fueling tankers, and if Pacific Flight Services cannot provide the needed services, then Pacific Flight Services needs to be put on notice of what is demanded of them and the Commission should seek assurances from them of equipment capacity, and personnel that will satisfy the user. If the user is not satisfied, Commissioner Moran suggested looking at other solutions outside of the local fuel vendor.

In response to Commissioner Moran's question as to who interprets the contracts, Airport Manager Grierson stated that it would most likely be the City Attorney that would have the right to interpret agreements.

Commissioner Moran stated that he would like to have the Commission make a determination at their next meeting regarding who or what entity has authority to interpret contracts that are at issue, and whether or not the Commission believes that Aero Union has the right to pump fuel at the Airport. He also requested the following information be provided before the next meeting:

- That the City Attorney specifically answer the question as to whether or not Aero Union Corporation can provide fuel to emergency aircraft under any circumstances?
- If the answer is yes to the above question, are there any restrictions upon which they can provide fuel to emergency aircraft pursuant to the lease that Aero Union Corporation has with the City?
- Commissioner Moran requested that a brief be submitted to Aero Union Corporation in 15 days from the City Attorney's office, and that Aero Union Corporation will have an opportunity to respond and provide legal reasons or authority that they may have that shows that they have the right to provide fuel under the lease.
- That the City Attorney provide to the Commission information on who has authority to interpret leases at the Airport.

Chair Lucas stated that the Commission has the authority to modify the FBO standards, and the ability to modify the lease agreements.

Commissioner Moran asked if Aero Union Corporation would be willing to initiate a draft of a brief that supports their position that they have the right to provide fuel under the lease. He indicated that he feels the Commission has the right to interpret the leases, and that he is willing to take a look at Aero Union Corporation's lease himself.

AIRPORT MANAGER UPDATES.

- a. Airport Land Use Commission meetings of December 20, 2000 and January 17, 2001.

Airport Manager Grierson stated that the Airport Land Use Commission met on December 20, 2000 and formally adopted the Comprehensive Land Use Plan (CLUP). He distributed a map reflecting the impact that the CLUP has on the City of Chico. He noted that the only change was to extend the southern boundary of area C along Bidwell Ranch which serves as the air tanker corridor to support the air tanker departure path. He noted that once the plan has been published and distributed there will be a 100 day period of time in which the City will need to modify the General Plan or initiate an override of the CLUP.

Airport Manager Grierson reported that at the January 17, 2001 ALUC meeting there were no new projects to review, but a detailed disclosure form was put together and discussed which will advise potential property owners that they are buying property next to an airport.

Commissioner Moran stated that it could be possible to record the compatibility zoning boundaries which would put all property owners on notice as to the zoning boundaries, and would be revealed by a title search. Commissioner Bellin suggested contacting a title company and asking them if this could be accomplished. Airport Manager Grierson stated that he will look into it.

Vic Alvistur (Aero Union) stated that it would be advisable to have the disclosure form because it would have to be signed by the party(ies). He commented that this is the reason that the Commission approved the signs which notify people that they are in an airport noise zone. Mr. Alvistur encouraged the Commission to continue to work with the Department of Public Works to be proactive as building occurs in the community to make sure that these signs are installed.

With respect to the new map, Mr. Alvistur commented that there was a rezone approved by the Planning Commission which increased the density immediately to the north of Eaton Road from R-1 to R-2 in a 25 acre zone, and increased dwelling units by about 300. He noted that this does not appear to be a wise move, and would suggest that the Commission address that issue.

In response to Chair Lucas' question as to whether or not ALUC found that this rezone was

compatible with the proposed draft, Airport Manager Grierson noted that ALUC appears to have approved this rezone under their new plan, and in reality it may be stretching the limits of what is acceptable. Mr. Alvistur stated he felt this is too dense, and should be zoned R-1. He suggested that the Commission should right a letter to the Council advising them of this.

Chief Iverson reasserted CDF's position that it is believed that the Airport should be protected as best possible. Departure routes are already extremely limited. He noted that this development is continuing to encroach closer onto the departure route.

Commissioner Moran's motion to send a letter to the City Council informing them that the Commission is aware of the recent rezone in the R-1, R-2 area and is concerned that this is an incompatible use of the area, was seconded for discussion by Commissioner Silva.

In response to Commissioner Bellin's question as to whether or not Commissioner Moran is interested in appearing before the Council on a night that they have the hearing regarding the compatibility zone, Commissioner Moran stated that he would be willing to do so as an individual, but would not want to speak out of turn for the Commission as a whole.

Chair Lucas stated that he would agree that the Commission should voice a concern about continued residential encroachment. He noted that this property has been deemed compatible under ALUC's plan, therefore making the rezone compatible, and the Planning Commission moved based on that compatibility. Commissioner Moran stated that he would accept that as a friendly amendment to his motion.

After a brief discussion, Commissioner Moran's motion with the friendly amendment was passed 5 - 0. It was determined that the Airport Manager would report back to the Commission when a hearing is going to be held so that Commissioner Moran would be available.

- b. Update regarding the status of the Air Market Survey.

Airport Manager Grierson reported that the survey is nearly complete, and that representatives from Sixel and Boggs will provide a presentation at a future Airport Commission meeting. He noted that he would also like to invite the Chamber of Commerce and Chico Economic Planning Corporation to that meeting.

- c. Update on CMA parking lot expansion.

Airport Manager Grierson reported that the project is not complete due to weather delays. He said that the new lot has been added, the old lot re-opened, and the sidewalk has been replaced.

In response to Chair Lucas' question as to the status of the art treatment in the sidewalk, Airport

Manager Grierson stated that it is his understanding that it will be September before that is complete.

BUSINESS FROM THE FLOOR

James Robinson gave notice to the Commission that as of March 1, 2001 he will be closing the Flight Line Cafe due to economic reasons. Chair Lucas stated that the Commission was appreciative of his efforts.

In response to Commissioner Bellin's question regarding the vending machines in the Airport terminal, Airport Manager Grierson stated that the direction he received at the last meeting was to modify their agreement to a month-to-month agreement.

ADJOURNMENT

The meeting was adjourned at 9:38 p.m. to Tuesday, February 27, 2001 at 4:30 p.m. in the Airport Terminal Conference Room.

Date Approved: 3/6/01

_____/s/
ROBERT A. GRIERSON, A.A.E.
Airport Manager

**ADJOURNED REGULAR MEETING
AIRPORT COMMISSION**

Tuesday, March 6, 2001

An adjourned regular meeting of the Airport Commission was held at 4:30 p.m. on Tuesday, March 6, 2001, in the Airport Terminal Conference Room at the Chico Municipal Airport, 150 Airpark Blvd.

Present at roll call were Chair Lucas and Commissioners Bellin, Moran, Sherwood and Silva. Absent: None. City Staff: Airport Manager Grierson and Administrative Analyst Main.

APPROVAL OF MINUTES- 1/30/01

Commissioner Moran's motion to approve the minutes with a change in the second paragraph of page 4, on the last line, to reflect that the statement was made by Commissioner Moran, was seconded by Commissioner Sherwood and unanimously approved as amended.

**MINUTE ORDER NO. 1-01 - RECOMMENDATION THAT THE CITY COUNCIL
AUTHORIZE THE AIRPORT MANAGER TO EXECUTE A LEASE WITH THE UNITED
STATES FEDERAL AVIATION ADMINISTRATION FOR THE CONTINUED
OPERATION OF THE INSTRUMENT RUNWAY APPROACH LIGHTS (MALS RAIL)
AT THE CHICO MUNICIPAL AIRPORT**

Commissioner Moran stated that he has some concern with the Commission authorizing the Airport Manager to sign the lease. He stated that it is his understanding that the Airport Manager is authorized to enter into agreements of one year or less. If it involves a term not to exceed 15 years, then the Commission can approve the agreement, but only the City Council can approve anything beyond 15 years. He does not think that the Commission has the authority to tell the Council who can or cannot sign the leases. Commissioner Moran stated that his preference is for the Commission to discuss the lease, and once comfortable to pass it on to the Council to make a recommendation as to who should sign the lease.

Chair Lucas noted that under the City charter and the City Manager form of government, the City Council can authorize the Airport Manager to sign the agreement. He said that he is not disturbed that the Commission is making a recommendation for the Council to authorize the Airport Manager to sign the agreement. Commissioner Moran stated that there is a dynamic tension that exists between the Airport Manager, the Commission, and Council and it is his duty to guard the boundaries of that relationship. In response to Commissioner Silva's comment that this is the way that these agreements have been handled for years, Commissioner Moran stated that in his opinion this has not met with the checks and balances that have been set up. After some discussion, Commissioner Bellin suggested that they could delete the words Airport Manager and replace with City Manager.

In response to Commissioner Moran's question as to whether or not this is a City lease, and if the City Attorney has reviewed it, Airport Manager Grierson stated that this is an FAA lease, and that it has been reviewed by the City Attorney.

Commissioner Moran also stated that he is not sure that MALS RAIL is the proper term. The Airport Manager confirmed its use and application.

After a brief discussion, Chair Lucas' motion to recommend that the City Council authorize that the lease be executed was seconded by Commissioner Bellin and approved 5-0.

HEARING ON USE PERMIT (AERO UNION CORPORATION) 165 RYAN AVENUE, 110 CONVAIR AVENUE, AND 108 BOEING AVENUE

Senior Planner Ed Palmeri was present from the Planning department, and reported that he has been working with Aero Union to get the use permit approved. He stated that the City recently adopted a wireless telecommunications ordinance, and that certain antennae are exempt unless they are placed on top of a structure that is over 40 feet in height. He noted that Aero Union will be linking the different buildings together, and that two of the buildings are over forty feet in height.

In response to Commissioner Sherwood's question as to the height of the existing buildings and antennae, Mr. Palmeri noted that the buildings range in size from 51 to 55 feet and the antennae range in size from 18 inches to 2 feet. He noted that in this instance the total height would be 57 feet, which is still well under the height that the ordinance places for structures.

In response to Chair Lucas' question as to whether it was found to be consistent with the Airport Land Use Commission requirements, Mr. Palmeri stated yes.

In response to Commissioner Moran's question as to whether or not it will interfere with other communications such as bands from the tower, Airport Manager Grierson stated that he has contacted the FAA's Flight Standards District Office, and he was told that because the microwave is on a different frequency the proposed antennae will not impact the system.

In response to Commissioner Moran's question as to whether or not there is anything the Commission can do to shorten the permit process, Mr. Palmeri stated that most of the work has already been done, but there is a mandatory 15 day appeal period. During that time, Mr. Palmeri noted that the building permit process will be completed. Commissioner Moran's motion to approve the use permit was seconded by Commissioner Bellin and unanimously approved on a vote of 5 - 0.

DISCUSSION OF AERO UNION CORPORATION'S FUELING AUTHORITY

Airport Manager Grierson stated that on 1/31/01 he had requested that the City Attorney consider some of the concerns outlined by Commissioner Moran at the 1/30/01 Commission meeting. He noted that the response from the City Attorney's office did not provide the detail he thought Commissioner Moran was looking for, and he distributed a copy of the memorandum from the Assistant City Attorney. He noted that the memorandum did not directly address the City Attorney's position on fueling authority, and he recommended that a meeting be scheduled with the City Manager, City

Attorney, Chair Lucas, Commissioner Moran and himself to get a formal statement.

Commissioner Moran stated that the memorandum from the Assistant City Attorney specifies the powers and duties of the Commission and the Airport Manager. Because of the term of the Aero Union lease, the review authority for Aero Union leases does not fall to the Commission, and it is only the City Council that can grant interpretation. Commissioner Moran stated that it would follow that with respect to this lease, it is outside of the jurisdiction of the Airport Manager and Airport Commission to interpret. Commissioner Moran stated that it is his understanding that the Airport Manager wrote a letter to Aero Union asking them not to refuel. If the Assistant City Attorney's interpretation is correct, then the Airport Manager is in error for telling Aero Union they cannot do something, and the Commission is in error if they do something that is not a direction from City Council.

Chair Lucas stated that the Airport Manager's recommendation to have a meeting is a good idea, and if the Commission concurs he will direct the Airport Manager to schedule the meeting. Commissioner Moran said that according to the interpretation of the Assistant City Attorney in her memo, the exclusive jurisdiction would be up to the Council. Commissioner Bellin noted that the meeting would save seven Councilmembers from having to wade through all the information. In response to Commissioner Bellin's question as to whether or not there would be a recommendation to Council, Commissioner Moran stated that the group could meet to identify problems, but if outside of their statutory authority, they would be making a recommendation to Council.

In response to Charlie Isele's question as to whether or not he can sell fuel, Commissioner Moran stated that no one in the room has the authority to tell him that he cannot sell fuel. Chair Lucas stated that the Commission should seek the Council's recommendation.

Commissioner Moran requested that the Commission ask Council to direct City staff to provide legal representation at the meetings. Airport Manager Grierson stated that he will investigate the issue, but the cost may be prohibitive.

In response to Chief Iverson's request for a definitive decision to be made as soon as possible, Commissioner Moran stated that the simple solution is for the Airport Commission to find that based on the evidence that has been presented, that Aero Union Corporation is not prohibited by their lease from refueling the tankers. Chair Lucas stated that the Airport Commission cannot take that action today as the matter is on the agenda as a discussion item only.

There was unanimous consent for Chair Lucas and Commissioner Moran to meet with the Airport Manager, City Manager and City Attorney before the next Commission meeting on March 27. Commissioner Moran noted that at that time he intends to make a motion consistent with his prior comments.

Mr. Isele stated that in the spirit of cooperation, between now and March 27th, Aero Union Corporation will continue to provide back-up fuel.

Commissioner Bellin left the meeting at 5:15 p.m.

AIRPORT MANAGER UPDATES

The Airport Manager provided the Commission with updates on the following:

Airport Land Use Commission meeting of February 20 and February 21, 2001

Airport Manager Grierson reported that there was a joint meeting with the City Council and the Airport Land Use Commission on February 20, 2001, and that the City Council had several issues which they considered to be of great concern, including Bidwell Ranch and the Webb property.

Airport Manager Grierson reported that at the February 21 meeting, the Airport Land Use Commission met and reviewed discussion of the disclosure document.

Meeting with California Department of Forestry and Pacific Flight Service to discuss upgrading flight line fuel capabilities

Airport Manager Grierson reported that he had met with Doug Dietz of Valley Oil, Steve Iverson of the California Division of Forestry, and Linda Patrick of Pacific Flight Services regarding concerns over Pacific Flight Service's fuel supply. He noted that a copy of Valley Oil's proposal had been sent to the Commissioners, and that Valley Oil is proposing providing two additional trucks to Pacific Flight Services. Airport Manager Grierson said that Chief Iverson still plans to issue a letter that he must arrange to have fuel from whatever source is available to ensure that the aircraft under his direction receive fuel.

There was some discussion regarding the size of the proposed trucks, and concern expressed that this proposal still would not provide enough fuel to meet the needs of the pilots for their tankers at a time of high demand. Another concern expressed was the amount of time that it takes to refuel the planes. Chief Iverson stated that another issue is the cost of the fuel. He does not want operational issues to be compromised if pilots minimize the fuel level because of cost, then they have to divert in the middle of a flight to get additional fuel at a location that charges less.

Update on United States Fish & Wildlife Service review of environmental documents for the master plan

Airport Manager Grierson reported that the City of Chico has been working with the Department of Fish & Wildlife since June, and it is now ready to submit the biological assessment part of the environmental portion of the Airport Master Plan. The City is now ready to get the Federal Aviation Administration involved, which means that the Department of Fish & Wildlife will have 180 days to respond. The Department of Fish & Wildlife is no longer indicating that there is a unique genetic strain

of Meadowfoam that requires protection.

Airport Manager Grierson said that at its 4/17/01 meeting, the City Council will have a hearing on the General Plan Amendment and Rezone of property located on the southeast corner of the extension of Eaton Road and Ceanothus Avenue. Jim Mann was present and stated that it would actually be heard at the March 20, 2001 Council meeting. In response to Commissioner Moran's question as to whether or not the request is consistent with the Airport Land Use Commission's designations, Airport Manager Grierson stated yes. It was once again discussed that Commissioner Moran would appear at the Council meeting and express in general terms the Airport Commission's concerns regarding encroachment at the Airport.

BUSINESS FROM THE FLOOR

None

ADJOURNED

The meeting was adjourned at 5:50 p.m. to March 27, 2001 at 4:30 p.m., in the Airport Terminal Conference Room.

Date Approved: 3/27/01

_____/s/
ROBERT A. GRIERSON, A.A.E.
Airport Manager

**ADJOURNED REGULAR MEETING
AIRPORT COMMISSION**

Tuesday, March 27, 2001

An adjourned regular meeting of the Airport Commission was held at 4:30 p.m. on Tuesday, March 27, 2001, in the Airport Terminal Conference Room at the Chico Municipal Airport, 150 Airpark Blvd.

Present at roll call were Vice Chair Sherwood and Commissioners Bellin, Moran, and Silva. Absent: Chair Lucas. City Staff: Airport Manager Grierson and Administrative Analyst Main.

APPROVAL OF MINUTES- 3/6/01

Commissioner Moran's motion to approve the minutes, with an amendment on page one in the last two lines of the last paragraph deleting any reference as to a recommendation regarding who should execute the lease, was seconded by Commissioner Bellin and approved on a vote of 4-0.

CONSIDERATION OF AERO UNION CORPORATION'S RIGHT TO RETAIL FUEL SERVICES TO AIR TANKERS AT THE CHICO MUNICIPAL AIRPORT

Commissioner Moran stated that he attended a meeting with Linda Patrick of Pacific Flight Services, Airport Commission Chair Steve Lucas, City Manager Tom Lando, City Attorney David Frank, and Airport Manager Robert Grierson to discuss the overall goals and objectives of all concerned. He noted that there was a discussion regarding procedural concerns that Commissioner Moran has with respect to this issue, and what he understands the Commission's role should be. Also discussed, in general terms, was the legal memorandum that the Commission received from the City Attorney. The City Manager suggested a method whereby this issue might be resolved among everyone in a satisfactory way without forcing the issue. At the meeting, Ms. Patrick indicated that she would not be able to attend the Commission meeting scheduled for March 27, 2001. Commissioner Moran indicated that he felt this matter should be pulled and heard at a later date.

After a brief discussion regarding available dates, a motion by Commissioner Bellin to continue this item to Wednesday, April 4, 2001 at 6:30 p.m. was seconded by Commissioner Moran and unanimously approved.

DISCUSSION AND RECOMMENDATION REGARDING THE ATTENDANCE BY THE CITY ATTORNEY AT ALL AIRPORT COMMISSION MEETINGS

Commissioner Moran indicated that he has discussed this issue with the City Attorney and that the Commission has received a copy of the City of Chico Administrative Policies and Procedures that deals with this issue. He noted that in the future, if the Commission feels the need to have the City Attorney present to clarify certain issues, the Commission can request the presence of the City Attorney at that meeting.

AIRPORT MANAGER UPDATES

Airport Manager Grierson updated the Commission on the Airport Land Use Commission (ALUC) meeting of 3/23/01 to review a consistency finding for a proposed project at Eaton and Godman. The

property presently consists of two large parcels, and falls in the area designated as C2 by the Comprehensive Land Use Plan. (CLUP). This area falls within the County, and is not within City boundaries. ALUC had established four dwelling units per acre for this area, and the plan presented to ALUC was closer to one unit per acre. The developer indicated that he had worked with the City and County, and had a map approved. The item was continued to the next ALUC meeting for further discussion.

Commissioner Bellin requested that the Airport Manager provide reference maps in the future when discussing specific areas.

Commissioner Moran stated that pursuant to prior Commission direction, he attended the City Council meeting regarding the property south of Eaton and Ceanothus and made comments on behalf of the Commission.

Jim Mann, representing Drake Homes, stated that a letter will be mailed to the Commission, because as he understood the Commission's prior direction to Commissioner Moran, it did not include appearing before the Council and making comments strongly opposing the project as Commissioner Moran did.

Commissioner Moran indicated that the comments he made were consistent with his understanding of the issues to which the Commission wanted him to speak.

Mr. Mann indicated that he did not believe that the Commission wanted him to go to the meeting and oppose the project, but simply present information as to why the airport is important.

Commissioner Moran requested that an item be placed on the agenda for the Commission to discuss a policy as to how Commissioners represent the Commission in a public meeting when directed to do so by the Commission. It was the consensus of the Commission to place this item on a future agenda.

BUSINESS FROM THE FLOOR:

None.

ADJOURNMENT: The meeting was adjourned at 5:10 p.m. to Wednesday, April 4 at 6:30 p.m. in the Airport Conference Room.

Date Approved: 5/29/01

_____/s/_____
Robert A. Grierson, A.A.E.
Airport Manager

**ADJOURNED REGULAR MEETING
AIRPORT COMMISSION**

Wednesday, April 4, 2001

An adjourned regular meeting of the Airport Commission was held at 6:30 p.m. on Wednesday, April 4, 2001, in the Airport Terminal Conference Room at the Chico Municipal Airport, 150 Airpark Blvd.

Present at roll call were Chair Lucas and Commissioners Bellin, Moran, Sherwood and Silva. Absent: None. City Staff: Airport Manager Grierson and Administrative Secretary Merkes.

CONSIDERATION OF AERO UNION CORPORATION'S RIGHT TO RETAIL FUEL SERVICES TO AIR TANKERS AT THE CHICO MUNICIPAL AIRPORT

This item has been continued from the Commission's adjourned regular meeting of Tuesday, March 27, 2001 for discussion and possible recommendation to the City Council regarding Aero Union Corporation's right to sell fuel, and its impact on the adopted minimum standards and Pacific Flight Services.

Chair Lucas reported he and Commissioner Moran met with City Attorney Frank and City Manager Lando regarding this issue. Commissioner Moran gave an overview of the meeting and explained that the City Attorney has made a determination that the lease as written, does not give Aero Union the right to retail the sale of fuel. He also stated that the City Manager urged that the parties come to an acceptable resolution regarding the lease that does not require litigation.

To finalize the issue, Commissioner Moran stated that he thought it would be appropriate that a motion be made determining that Aero Union does not have the right to sell fuel. Chair Lucas stated that the second issue should be discussed before a motion is made.

Airport Manager Grierson reported that in 1999 the fuel issue was an availability problem. Delivery rate is a different issue and Pacific Flight Services has made arrangements with their provider for additional trucks and fuel.

In response to Commissioner Moran's question as to whether or not Pacific Flight Services met the needs of the California Division of Forestry (CDF), Chair Lucas responded that Pacific Flight Services cannot guarantee fuel to CDF one-hundred percent of the time, and that Pacific Flight Services should contact Aero Union when they are unable to meet CDF fuel requirements, as has worked in the past. If the FBO cannot provide fuel, they will call Aero Union for extra fuel, verifying that fuel is not available. The FBO will contact CDF when they are able to provide fuel again. That means one-hundred percent capability and the FBO pumps fuel. This is a system that has worked in the past.

In response to Commissioner Moran's question as to why, once CDF makes the call to Aero Union, the burden is on Aero Union to make the call to FBO. Chair Lucas responded that this has worked in the past.

Rocky Morris from Aero Union stated that during the fire season, they make sure all tanks and trucks are full. They monitor fuel daily and can use emergency fuel services.

In response to Chair Lucas' question whether or not CDF would find this process burdensome, Chief Iverson stated that they do not have a problem initiating the system, but they do have a problem playing referee. He also stated that Chair Lucas's earlier comments were right on the money. He stated that inbound planes will communicate with the FBO as to what their fuel need is.

Linda Patrick, Pacific Flight Services, stated that they have handled this in the past, and that 1999 was an awful season and they had less trucks than they will have this year. She stated that if Pacific Flight Services does not have enough fuel, they will contact Aero Union. They monitor fuel daily, and tanks are fueled to the top. She stated that deliveries are received twice a day during fire season.

John Steiger, Pacific Flight Services, brought up the issue of fuel prices. CDF does have the option of not landing in Chico because of price. Price is a big issue.

In response to Commissioner Bellin's question as to whether or not there are any regulations on prices so that an FBO cannot raise prices during an emergency, Airport Manager Grierson responded that the price is market driven, and it depends on the contracts with fuel suppliers.

In response to Chair Lucas's questions as to whether or not there are any objections from the parties, Aero Union stated that they would like the second call deleted from agreement.

Commissioner Moran stated that if aircraft divert for economic reasons and if this affects public safety, the issue will most likely be back next year.

Chair Lucas stated he didn't believe where they go for fuel affects CDF. Chief Iverson of CDF stated the basis of the discussion is availability and price is not an issue.

Linda Patrick, Pacific Flight Services, noted that because they fuel an airline, they are compelled to buy branded jet fuel, Aero Union is not.

Chair Lucas stated that the agreement between the parties does not need to be much more than what is already in place. When asked if this was agreeable, Rocky Morris from Aero Union stated they he will comply with the agreement they had before.

Chair Lucas noted two modifications to the agreement: 1) the FBO is to notify CDF, and 2) remove the requirement to verify without calling the FBO. When asked if this was agreeable, Linda Patrick from Pacific Flight Services said yes.

Commissioner Moran asked if the Commission would direct staff to provide a letter agreement to be used

amongst the parties. When asked if he cared to make that motion, he respectfully denied.

Commissioner Bellin made a motion to direct staff to modify the old agreement, and create a document that is agreeable to all parties. Airport Manager Grierson questioned whether the agreement required modification or affirmation by the Commission since it is an agreement between private parties, and not the City of Chico. Aero Union agreed to develop a document. Commissioner Bellin withdrew the motion.

It was the consensus of the Commission that the parties involved develop an agreement and present it to the Commission for information only. Chair Lucas stated that this item will be on the April 27th agenda as an update only.

ADJOURNED

The meeting was adjourned at 7:35 p.m. to Tuesday, April 24, 2001 at 7:30 p.m., in the City Council Chamber at the Chico Municipal Center, 421 Main Street, Chico, CA.

Date Approved 5/29/01

_____/s/_____
Robert A. Grierson, A.A.E.
Airport Manager

**ADJOURNED REGULAR MEETING
AIRPORT COMMISSION**

Tuesday, May 29, 2001

An adjourned regular meeting of the Airport Commission was held at 4:30 p.m. on Tuesday, May 29, 2001, in the Airport Terminal Conference Room at the Chico Municipal Airport.

Present at roll call were Chair Lucas and Commissioners Bellin, Moran, Sherwood and Silva. Absent: None. City Staff: Airport Manager Robert Grierson, and Administrative Analyst Karen Main.

APPROVAL OF MINUTES - MARCH 27, 2001 and APRIL 4, 2001

Commissioner Moran requested that the minutes of April 4, 2001 be corrected to reflect a change in a sentence on Page 2 as follows: Commissioner Moran stated that if aircraft divert for economic reasons and if this affects public safety, ~~we~~ the issue will most likely be back next year. A motion to approve the minutes of 3/27/01 and 4/4/01 as corrected was made by Commissioner Silva, seconded by Commissioner Moran and passed 5-0.

DISCUSSION OF AIRPORT LAND USE COMMISSION'S REVIEW OF PROJECTS WITHIN THE CHICO MUNICIPAL AIRPORT AREA OF INFLUENCE

Chair Lucas discussed a problem that was brought to his attention by Pastor Scott Tourville in the process of applying for a use permit to add on to an existing building at his church. Pastor Tourville's permit was denied based on the fact that it did not fall under one of the ten items listed for major projects in the Airport Land Use Commission's (ALUC) Comprehensive Land Use Plan (CLUP).

Chair Lucas noted that procedurally the CLUP does two things: (1) it looks at new development around the airport, and (2) it tries to address the issue of in-fill development. Chair Lucas stated that he would like permission from the Commission to work with ALUC staff to address the issue of gaps in procedure in implementing the plan.

Commissioner Moran questioned why the plan should not be strictly construed. Chair Lucas stated that the plan is too subjective, and that he is advocating for a plan that is clear to the public and not subject to various interpretations.

In response to Commissioner Moran's question as to how the churches' issue is relevant to this Commission, Chair Lucas stated that the Airport Commission is in existence to promote the Chico Municipal Airport. He noted that most citizens do not see the difference between ALUC, the Airport Commission, or the Airport.

In response to Jim Mann's question as to whether or not the Airport Commission has commented in the past on projects that are in the Chico Municipal Airport environs, Chair Lucas stated that has not been a tradition, but he noted that the CLUP is new.

Mr. Mann noted that the Building Industry Association continues to state that ALUC was impatient to adopt the CLUP when the Airport's Master Plan is not yet completed. Mr. Mann asked if the Master Plan will have to follow the CLUP document, and Chair Lucas indicated that the Master Plan impacts the CLUP, not the other way around. Chair Lucas noted that he has stated that in the past that he does not want the Airport to be subject to the CLUP. He noted that, according to the plan, airport development will be reviewed by ALUC, even if it is a terminal remodel. Commissioner Moran concurred that the plan should have some objective standards.

In response to Commissioner Sherwood's question as to how the Commission should respond, Chair Lucas stated that he would like the Commission's approval to continue his dialogs with ALUC Chair Rosene to convey the Commission's concerns that the plan provide clear and consistent policy direction.

Commissioner Moran stated that he sees this as more of a public relations issue rather than a jurisdictional issue. The ALUC is charged with describing the boundaries of the Airport, and the Commission is charged with the operation of the airport. At best, the Commission could let ALUC know that there are some issues that the Commission has with respect to the plan that may have a negative impact on the Airport.

Commissioner Moran stated that if there is an administrative process that the church can go through to get approved or denied, then the Commission may be premature in approaching ALUC. Chair Lucas stated that he feels the Commission has an obligation to the public to get involved.

In response to Commissioner Silva's question as to how ALUC gets involved in these type of decisions, Chair Lucas stated that when someone applies for a permit, a staff member will look at the map and check if the area in question falls within the boundary of the CLUP. If the property is in the CLUP boundary, they will determine which zone it falls in to determine whether to approve or deny the permit. ALUC's decision should be whether it is compatible based on the CLUP, not on an interpretation of the language in the plan. If the plan is not clear, than the plan has a problem.

It was the consensus of the Commission for Chair Lucas to continue to have discussions with ALUC Chair Rosene regarding the Commission's concerns with the CLUP, and the need to develop clear guidelines with objective criteria.

DISCUSSION OF AIRPORT LANDING FEES

Airport Manager Robert Grierson stated that the Airport is not collecting some landing fees because there is no mechanism in place to collect these fees. He noted that the main problem is with transient corporate commercial aircraft. Airport Manager Grierson stated that he spoke to the FBO and the Airport tenants, and asked them if they would consider collecting the landing fees if they receive one-half of the landing fee as an incentive. He noted that they are not required to do so in their lease agreements with the City.

In response to Commissioner Moran's question as to whether or not this is Council direction to the

Commission to collect the fee, Airport Manager Grierson stated that landing fees are consistent with FAA policies.

In response to Commissioner Moran's question as to the amount that is traditionally charged at the airport for landing fees, Airport Manager Grierson stated that it varies on the maximum gross landing weight of the aircraft.

In response to Commissioner Moran's question as to whether or not that is for all aircraft or only commercial aircraft, Airport Manager Grierson replied that it is for commercial aircraft over 12,500 lbs. or by agreement with the City.

In response to Commissioner Sherwood's question if this fee could be added to their fuel fee, Airport Manager Grierson replied that some aircraft stop and purchase fuel, while others do not even shut down.

In response to Chair Lucas' question as to how much money the Airport is losing because of not collecting these landing fees, Airport Manager Grierson stated that it is approximately \$15,000 to \$30,000 per year.

In response to Commissioner Moran's question as to what fees have typically been collected, Airport Manager Grierson stated that only the amount that is specified in the lease agreements is what is collected.

Commissioner Moran commented that this is one more tax which could discourage people from using the Chico Municipal Airport. If fees are implemented, he suggested exploring alternative methods of collection, rather than giving half of the fees away.

In response to Chair Lucas' question as to how many airports have a landing fee, Airport Manager Grierson stated that the FAA requires that each airport maintain a fee structure to sustain the airport. Chair Lucas noted that one of the reasons the Commission was convinced to hire an Airport Manager was to start collecting fees that the Airport has been missing out on.

Commissioner Moran indicated that he is not convinced that a landing fee is good for business. If there were a significant number of landings there might be a reason to have the fees. He also is not in favor of asking tenants to collect the fees, and then giving them a percentage of what is collected.

Chair Lucas asked if Airport Manager Grierson could come back to the Commission with projected budget numbers, the aircraft involved, fee schedules, and a proposed process for collection of landing fees. Airport Manager Grierson stated that, if possible, he will put this matter on the agenda for June.

AIRPORT MANAGER UPDATES.

Airport Land Use Commission meetings of April 18, 2001 and May 16, 2001

Airport Manager Grierson reported that at the 4/18/01 ALUC meeting the Commission reviewed the application of John and Sharon Byrne for a consistency finding on their proposal to divide 9.1 acres into 10 parcels ranging between .20 acre and .30 acre for a single family dwelling development. The property is located at the southwest corner of Eaton Road and Godman Avenue, south of the Airport. The Byrnes were given permission to move ahead on their project after a tie vote of 3-3, which had the same effect as a passing vote.

At this same meeting, the Airport Land Use Commission received two drafts for review of the proposed disclosure document for individuals who buy property near the airport.

In response to Chair Lucas' question as to when a person would come into contact with this document, Airport Manager Grierson replied prospective homeowners would receive the disclosure form when they sign the closing documents on their home.

In response to Chair Lucas' question if the Board of Realtors is involved, Airport Manager Grierson stated that Robert Harp is heading up the Committee and that realtors will cooperatively distribute this document.

Airport Manager Grierson reported that at the 5/16/01 ALUC meeting there were no items that affected Chico directly.

Update on the Dedication of the Airport Sidewalk Art Project, "The Century of Flight" by Artist Team Patrick Collentine and Susan Larsen

Airport Manager Grierson reported that the dedication for the Airport Sidewalk Art Project was held on May 23, 2001 and was attended by all Commissioners. He indicated that he did not have a date for the installation of the final piece of art in the airport parking lot.

Airport Manager Grierson stated that Harold Schooler has requested a modification to his lease agreement to allow commercial activities. He noted that if there is successful modification of the agreement, it will be brought before the Commission at the June meeting.

Adjournment

The meeting was adjourned at 5:55 p.m. to Tuesday, June 26, 2001 at 4:30 p.m. in the Airport Terminal Conference Room.

Date Approved: 8/28/01

_____/s/
Robert A. Grierson, A.A.E.

**ADJOURNED REGULAR MEETING
AIRPORT COMMISSION**

Tuesday, August 28, 2001

An adjourned regular meeting of the Airport Commission was held at 4:30 p.m. on Tuesday, August 28, 2001, in the Airport Terminal Conference Room at the Chico Municipal Airport.

Present at roll call were Chair Lucas and Commissioners Bellin, Sherwood and Silva. Commissioner Moran arrived at 5:20 p.m. Absent: None. City Staff: Airport Manager Robert Grierson, and Administrative Analyst Karen Main.

APPROVAL OF MINUTES - MAY 29, 2001

The Commission was provided with copies of minutes for its meeting held on 5/29/01.

MINUTE ORDER NO. 2-01 - RECOMMENDATION THAT THE CITY COUNCIL AUTHORIZE THE AIRPORT MANAGER TO EXECUTE LEASE OF PROPERTY AT THE CHICO MUNICIPAL AIRPORT WITH GRANT OF LANDING PRIVILEGES, AIRCRAFT HANGAR AREA - T-HANGAR PAD AREA C, T-HANGAR SPACES NO. C-20, C-21, C-22, AND C-23 (CITY OF CHICO/NORTHSTATE APPLE GROWERS T-HANGAR DEVELOPMENT)

The Commission was provided with a copy of Minute Order No. 2-01. Northstate Apple Growers T-Hangar Development desires to lease space from the City to construct four T-hangars located in T-hangar pad area C, T-hangar spaces C-20, C-21, C-22, and C-23.

The motion to approve the consent items as read, carried by the following vote:

AYES: Bellin, Lucas, Sherwood, and Silva
NOES: None
ABSENT: Moran

AIRPORT MANAGER UPDATES

The Airport Manager provided the Commission with updates on the following:

Airport Land Use Commission meetings of June 20, July 18, and August 15, 2001.

The Airport Land Use Commission (ALUC) meetings of June 20th and July 18th consisted solely of reviewing the proposed disclosure language for the Butte County Board of Realtors. The language is good, but the realtors seem to disagree with it. A meeting is being scheduled with the realtors to discuss this at length. On August 15th, ALUC reviewed two permit applications for cell towers proposed in the county but near the Airport. Since the towers were located over 3 miles away from the airfield and were below 100 ft, they were approved. The towers are required to have a light and no guide wires.

Upgrading Airfield Striping.

The FAA has modified its standard on airport markings. As part of a continuing effort to reduce runway incursions, highlighting the hold short bars with black background will be required at all airports with commercial service this year. A request to amend a \$130,000 AIP grant to redo all of the airport striping is awaiting FAA authorization. Plans and specifications are prepared.

Trip to Salt Lake City for the Hub and Regional Airport Conference.

Delta plans to open ten new markets in the west this year. Delta in Salt Lake City is growing only because of SkyWest opening and expanding routes. SkyWest will open a new route if directed by Delta. The Delta representatives want Chico to: 1) show that a route from Chico would be financially profitable for years one through five from initiation of service from Salt Lake City. Sixel, Boggs & Associates (SBA) has offered to do the pro-forma analysis for \$5,000, 2) the airport must prove that it fits into their long-term strategy. The SBA study shows that three regional jets daily can be filled with passengers to Salt Lake City, Atlanta, and Orlando, and 3) there will need to be a showing of community support. Airport Manager Grierson stated that he believes there is community support, and he has asked Jim Goodwin to survey the Chamber's membership. He is meeting with the Chamber tonight to discuss this further.

Airport Master Plan.

A copy of the Final Draft Master Plan has been distributed to the Commission for review. The Airport Master Plan Technical Advisory Committee (TAC) will need to be activated for a meeting in September and followed by a meeting with the Airport Commission. The goal is to take a vote at the next meeting and forward the Plan to Council for adoption. The environmental consultant needed the complete draft master plan (text and diagram) to complete the draft EA/EIR. A call was made to Reinard Brandley to ensure that copies are sent to the environmental consultant as well, and ask for a firm timeline to complete the draft and initiate circulation. The US Fish & Wildlife Service is reviewing our draft biological assessment for Butte County meadowfoam, and other endangered species at the airport, with completion of review next week.

BUSINESS FROM THE FLOOR

Chair Lucas commented that he is curious as to the status of the City's review of the Comprehensive Land Use Plan (CLUP). He stated that at least one Council member wanted the Plan reviewed. Chair Lucas stated that he would like the Commission's feedback as to whether or not they want to look at the plan and provide comments back to Council. After a brief discussion it was the consensus of the Commission to look at the CLUP and provide comments back to Council.

In response to Commissioner Bellin's question as to when the Council is supposed to address the issue, Brian Baldrige stated that it will need to be before October 27, 2001. Airport Manager Grierson noted that if the Plan is not adopted, it is considered automatically amended.

The Airport Manager advised the Commission that CalTrans is hosting an Airport Land Use Planning Seminar on September 17, 2001 from 9-3 p.m.

Chair Lucas stated that before the next meeting, he would like copies of the CLUP delivered to all members of the Commission to review. He asked that the item be placed on the agenda for the September 25, 2001 meeting to discuss and review the CLUP.

Airport Manager Grierson asked if the Commissioners will be available in September for a meeting of the Airport Master Plan Technical Advisory Committee. Commissioner Silva noted that he will be gone from September 24 to October 15. Airport Manager Grierson stated that the intent is for the Airport Commission to adopt the Master Plan at the Airport Commission meeting of September 25. Chair Lucas noted that the Commission is in consensus on this time frame.

In response to Rocky Morris' questions as to airport tenants getting a copy of the Airport Master Plan to review, Airport Manager Grierson stated that copies will be distributed by the end of the week to airfield tenants.

Mr. Morris asked if enough of the overflight warning signs had been installed in the subdivisions on the southside, and Airport Manager Grierson responded that the County has met their compliance requirement for the North Chico Specific Plan as far as the signs are concerned.

Commissioner Moran arrived at 5:20 p.m.

In response to Mr. Morris' concerns regarding vehicle access to the ramp area, Airport Manager Grierson stated that there are approximately 350 people that work at the airfield, and an extra 100 to 175 aircraft owners, and over 950 access cards outstanding. The FAA requires that anything more than 10% outstanding requires that the airport access security be revised. He noted that the access control system is obsolete. There is a meeting scheduled for tomorrow regarding a grant to update the system. Many people drive through the Pacific Flight Services area, or go through the gates without waiting for them to close. He stated that the FAA and the Police Department are monitoring this. In the future there is the possibility that badges will be issued to identify people.

In response to Mr. Alvistur's question regarding whether or not the intent is to reduce the number of cards, Airport Manager Grierson stated that he did not know if it will reduce the number of cards, but it will provide a better tracking system. He noted that as it is now if an employee quits, there is no way to deactivate the card.

Commissioner Moran stated that he would like to agendaize for the next meeting a discussion by the Commission of their goals and objectives. He does not want to discuss the Master Plan without a discussion of goals & objectives. He stated that in his opinion the Commission would be remiss if they do not discuss a plan of where the airport is and where they want it to go when they discuss the draft Master Plan.

In response to Commissioner Moran's question as to the projected date that the Master Plan needs to be

voted on, Airport Manager Grierson stated that prior to Commissioner Moran's arrival, the Commission had agreed on September 25 as the date to vote on the Master Plan.

In response to Commissioner Moran's question as to whether or not this would be the final vote, Chair Lucas stated yes, that the Master Plan has now been in the process for two to three years.

In response to Commissioner Moran's questions as to whether or not this is the first draft, Airport Manager Grierson stated that this is the final draft. Chair Lucas explained that the Master Plan ran into huge problems with environmental review, and the last discussion at Committee level on the Master Plan occurred almost two years ago.

Commissioner Moran commented that he does not want to rush to vote until the Commission has had the opportunity to discuss among themselves what course the Airport should take. Chair Lucas concurred with Commissioner Moran, and it was the general consensus of the Commission to schedule a special meeting for 9/13/01, to be limited to a one-half hour discussion on the Commission's goals & objectives, prior to the TAC meeting on the same date at 6:30 p.m.

ADJOURNMENT - The meeting was adjourned to a Special Meeting at 6:00 p.m. on Thursday, September 13, 2001 in the Airport Terminal Conference Room.

Date Approved: 9/25/01

_____/s/
Robert A. Grierson, A.A.E.
Airport Manager

**SPECIAL MEETING
AIRPORT COMMISSION**

Tuesday, September 13, 2001

A special meeting of the Airport Commission was held at 6:00 p.m. on Tuesday, September 13, 2001, in the Airport Terminal Conference Room at the Chico Municipal Airport.

Present at roll call were Commissioners Lucas, Moran, Sherwood, and Silva. Absent: Bellin. City Staff: Airport Manager Robert Grierson.

Chair Lucas stated that the reason for tonight's meeting is a discussion of the Commission's goals and objectives for the Chico Municipal Airport.

Commissioner Moran stated that he is unclear as to the purpose of the meeting, but he does have some comments with respect to goals and objectives. He noted that the short time he has been on the Commission that the City of Chico in general, or the Airport Commission in particular, is unencumbered with any particular goals and objectives for the Chico Municipal Airport. He stated that the master plan is ineffective without having some definite goals and objectives in mind. If in fact there are no previous goals and objectives in place to direct the Commission, then it is incumbent upon the Commission to create some goals and objectives, and see that the master plan is finalized consistent with those goals and objectives. Commissioner Moran stated that if there are no prior goals and objectives, then he would make a motion that the Commission consider the draft master plan, glean whatever information they can from it, and establish some goals and objectives. Once the goals and objectives are identified, the master plan should be consistent with what the goals and objectives identified by the Airport Commission.

Commissioner Sherwood stated his concern is that the master plan is just about completed, and the Commission is discussing their goals and objectives for the first time.

Commissioner Moran commented that the draft master plan provides a historic view as to where the airport has been through at least 1999 with respect to some of the data, discloses where the airport is today, and makes some projections into the year 2000. He noted that it is now 2001, and the Commission is looking at a draft master plan using 1990 data as its benchmark in some respects and making projections into the year 2000. He stated that he is not critical of the work done because he does not know what the consultant was hired to do, but from a planning standpoint the draft master plan identifies what the community can or should do at the airport, but does not discuss how to accomplish those things that would best utilize the airport to its full potential. The draft master plan states what is available at the airport, and makes some recommendations, but does not give any supporting data as to why the airport should make those changes. The data needs to be put together and it needs to be consistent with the goals and objectives of the Airport Commission.

Some issues that Commissioner Moran stated should be included in a discussion of goals and objectives are development to the west, roads, CDF expansion, t-hangars, services to general aviation, terminal expansion, parking, and restaurant facilities at the airport. The goals and objectives should be consistent with what the airport can be for a community of this size compared with the projected growth based on historical data.

In response to Commissioner Sherwood's question as to whether the Airport Manager had been given goals and objectives when he was hired, Airport Manager Grierson answered that he was given no directive except to grow the airport. He stated that he has developed his own personal goals and objectives which are primarily focused on more technical issues like finishing the master plan, and EDA grant for the west side. He noted that Commissioner Moran has highlighted some very good goals and objectives. In addition, the Commission should seriously consider if their goal is for the airport to grow as far as it can grow, and determine whether they want commercial service, or if they just want general aviation. If the airport stays general aviation, the runway is fine the way it is. The Commission should determine if it wants to ensure CDF continues to grow at the airport, and if so, how high a priority is that at the expense of general aviation. In addition, the Commission should discuss the growth of Aero Union, and whether or not the terminal should be moved to the west side.

Commissioner Moran stated that the Airport Manager should direct the Commission by raising the issues, and then from a procedural standpoint, the Commission should have a discussion with respect to recommended priorities

Commissioner Silva stated that the Commission should keep in mind the Butte County Land Use Compatibility Plan as far as land use is concerned. He stated he is in favor of extending the runways.

Commissioner Moran commented that the problem with encroachments from the north and south has developed because there have not been some definite goals and objectives for the airport. The airport does not need an 8500-foot runway today, but funding for the expansion should be timed to coincide with future growth predictions. He noted that this may assist us with respect to slowing down the present encroachments.

Chair Lucas stated that for historical perspective, some of the issues discussed tonight goes back four years when the Commission first started to discuss the idea of getting out from under City management per se and having an Airport Manager. Hiring an Airport Manager was the Commission's number one first priority in order to move in the direction that has been discussed at tonight's meeting. Secondly, the Commission did establish approximately two to three years ago that it: a) wants to grow passenger air service, b) wants to expand the industrial park, both on the existing east side as well as the west side, c) wants to promote regional economic integration, and d) wants to grow commercial services at the airport related to rental cars and restaurants, hotel conference center, and perhaps ultimately moving the terminal to the west side and changing the existing terminal facility into those types of commercial establishments.

Chair Lucas noted that progress has been made, albeit slow, but the Commission has hired an airport manager, it has had an inventory forecast and aviation demands report prepared, an air service recommendation study has been done, and environmental work for west side development has been started. Recently the Airport Manager has been working on getting additional airline service.

Chair Lucas proposed that the Commission set the four goals he had outlined, and direct the Airport manager to come back to the Commission with a more specific outline of those goals, and how he sees they integrate into the master plan.

Norm Rosene suggested that because the Airport Manager meets with many people involved with the airport, that he be given leeway to add other items to the original four items as he sees fit and then bring it back for discussion. Chair Lucas stated that he thought this was an excellent idea.

Commissioner Moran made a motion that the Commission direct the Airport Manager to compile for discussion by the Airport Commission a list of goals and objectives that he believes would be relevant to grow the airport to the regional facility that the Commission believes that it could and should grow to. The goals and objectives should incorporate the information that is presently available in the inventory forecast and aviation demands as put together by the consulting engineer Reinard Brandley, the Chico Air Service Profile Recommendation analysis, the information that available from an environmental standpoint with respect to development at the west side, and not be necessarily limited by those items, or by any other items that discussed previously with respect to roads, CDF, T-Hangars, or the terminal. Information also to be considered and incorporated in the proposed goals and objectives to submit to the Commission for its consideration would also be the information contained in the draft master plan that has been prepared by the consultant Reinard Brandley. Commissioner Silva seconded the motion and it passed 4-0.

The meeting adjourned at 6:30 p.m.

Date: Approved: 11/27/01

Robert A. Grierson, A.A.E.
Airport Manager

**ADJOURNED REGULAR MEETING
AIRPORT COMMISSION**

Tuesday, September 25, 2001

An adjourned regular meeting of the Airport Commission was held at 4:30 p.m. on Tuesday, September 25, 2001, in the Airport Terminal Conference Room at the Chico Municipal Airport.

Present at roll call were Commissioners Bellin, Moran, and Sherwood. Absent: Silva. Chair Lucas arrived at 5:20 p.m.. City Staff: Airport Manager Robert Grierson, and Administrative Analyst Karen Main.

APPROVAL OF MINUTES - AUGUST 28, 2001

The Commission was provided with copies of minutes for its meeting held on 8/28/01.

The motion to approve the consent items as read, carried by the following vote:

AYES: Bellin, Moran, and Sherwood
NOES: None
ABSENT: Lucas and Silva

Vice Chair Sherwood requested, and the Commission agreed, to advance to item 6.1 on the agenda as City staff is present to discuss this item if necessary.

GENERAL PLAN AMENDMENT/REZONE 00-01 AND PLANNED DEVELOPMENT PERMIT 01-05 (BELLIN)- WESTSIDE OF MARAUDER STREET, NORTH OF THE CHICO MUNICIPAL AIRPORT

Commissioners Bellin and Moran abstained from any discussion on this item. After a brief discussion as to whether or not the Commission would maintain a quorum if Commissioner Bellin abstained and Commissioner Moran recused himself, the Airport Commission adjourned for a public presentation of this item.

Airport Commission adjourned at 4:45 p.m.

Senior Planner Sigona reported that this amendment would change the rezoning from RR Rural Residential to ML Light Manufacturing Industrial for approximately 37 acres located on the west side of Marauder Street, north of the Chico Municipal Airport. She noted that although this area is currently designated Open Space, this designation is more symbolic of the property's location outside the jurisdictional boundaries of the City of Chico and outside the current sphere of influence, and does not necessarily indicate a mandate to preserve it as such. This project was considered by the Butte County Airport Land Use Commission on May 17, 2000, and it was determined that the proposed land use designation and

zoning would be consistent with the applicable Zones B2 and C of the new Airport Land Use Compatibility Plan, provided that certain intensity standards are adhered to. These standards will be imposed as a condition of approval on the planned development permit. Senior Planner Sigona indicated that the Planning Commission conducted a conceptual review of the planned development permit on September 6, 2001, and seemed pleased with the project's concept and proposed change in land use for the area. This matter will go before the City Council on October 16, 2001.

Georgie Bellin pointed out the location of the property on a display map and shared a brief history of the area, and what her plans are for development.

Airport Commission reconvened at 4:55 p.m. with all Commissioners present that were present at roll call

DISCUSSION OF THE COMMISSION'S GOALS AND OBJECTIVES FOR THE AIRPORT MASTER PLAN

Airport Manager Grierson stated that following the meeting on September 13, he had developed a list of goals and objectives. He stated that he could facilitate this discussion, or Commissioner Moran could make any opening comments.

Commissioner Moran stated that because only three of the five Commissioners are present that perhaps this is not the meeting to have this discussion. He indicated that he would like to see a proposed list of goals and objectives from the Airport Manager with a short paragraph describing each goal.

Airport Manager Grierson indicated that it would be best to have all five Commissioners present for this discussion. He stated that he can develop a list of personal goals, and each Commissioner should send him an e-mail with a list that can be tied into the overall list of goals and objectives. He noted that the Commission met less than two weeks before tonight's meeting, and there have been many changes taking place with regard to security at the airport. Vice Chair Sherwood indicated that the matter should be tabled to the next meeting.

In response to Commissioner Bellin's question as to whether or not the Commissioners would receive an outline, Airport Manager Grierson stated that the outline that he distributed tonight could be built into full measurable goals.

Commissioner Bellin indicated a desire to have members of the public involved in this process. She suggested that Airport Manager Grierson contact Jim Goodwin of the Chamber of Commerce to discuss this item. Airport Manager Grierson stated that a Chamber Aviation Committee has been formed. Commissioner Bellin stated that she would like to invite the Chamber Aviation Committee to participate, and that the meeting should be set far enough in advance so that they have notice.

Commissioner Moran said that the City Council and City Manager may have some input, and Commissioner Bellin suggested that a note could be sent to Council inviting them to the meeting, and advising that they can come and participate from the audience if they desire. Commissioner Moran stated that he would like to invite airport tenants to the meeting. Airport Manager Grierson stated that the North Valley Pilots Association is a group that is actively involved in the airport. He said that perhaps the October meeting could be an open public forum.

Commissioner Moran suggested that the attendees be advised in advance that the Commission will be discussing its long range goals and objectives, and that the attendees should bring their ideas to the meeting.

In response to Commissioner Bellin's question as to whether or not an announcement can be placed in the newspaper, Airport Manager Grierson stated that he does not know what kind of input the Commission will get from the community. Commissioner Bellin said that a notice of the meeting should be placed at various locations throughout the airport. Vice Chair Sherwood asked for Airport Manager Grierson to put together a framework of goals and objectives for the Commission to review at that meeting.

Commissioner Moran's motion for the Airport Manager to prepare a list of goals and objectives with descriptive paragraphs defining each goal and objective, and to invite the public including City Council, the City Manager, the Chamber of Commerce, and airport tenants was seconded by Commissioner Bellin and passed 3-0 with Commissioners Lucas and Silva absent.

In response to Commissioner Sherwood's question as to whether or not there are any guidelines in renaming the airport in the event of a major donor, Airport Manager Grierson stated that it can be named anything that the Commission would like as long as it does not become a safety issue.

Chair Lucas arrived at 5:20 p.m.

DISCUSSION AND RECOMMENDATION TO CITY COUNCIL REGARDING THE AIRPORT LAND USE COMMISSION'S COMPREHENSIVE LAND USE PLAN

Airport Manager Grierson stated that the Comprehensive Land Use Plan (CLUP) was developed after the Butte County Airport Land Use Commission (ALUC) scheduled public hearings, and received comments from various agencies. The City of Chico had requested 21 items, of which 17 were adopted. He noted that there is a 180-day period in which the community can adopt the plan, allow the time to elapse which in effect will adopt the plan, or it can override the plan with specific findings. ALUC determined that the 180-day period would begin on the date that the copies were distributed to municipalities. He noted that the Chico portion of the plan is dedicated within chapter 4, and that each Commissioner has been provided with a copy.

Chair Lucas stated that his concerns remain the same in that there are internal inconsistencies with the plan

for individual landowners. He said his biggest concern deals with procedural aspects, and the method in which the plan is implemented through Butte County Development Services. The plan calls for an ALUC secretary. The ALUC secretary is responsible for orchestrating procedural duties for ALUC, and also has planning duties within the county. Chair Lucas stated that he felt this could be a potential conflict, and suggested that the Commission encourage the county to remove the ALUC secretary rule from within the Planning Department. He said that the plan as a whole, as far as the environs plan is concerned, is accurate, sound, and based on good airport land use planning principles.

In response to Commissioner Bellin's question as to the time frame to respond, Airport Manager Grierson stated that Brian Baldrige recalls the date is October 26. If the plan is not adopted, the plan is automatically incorporated.

Commissioner Bellin questioned whether a pre-existing business, such as a daycare, will still be allowed to operate after the plan is adopted if it is in an area that is incompatible with the plan. Airport Manager Grierson stated that if it is in existence now it will be allowed to stay, but if it closes, and then someone else wants to have a daycare, that would have to be approved by ALUC.

In response to Commissioner Bellin's question as to whether or not the Commission could go to the City Council with a request that the person that is called to act as mediator of the plan should not be someone from within ALUC, Airport Manager Grierson stated that it would be best to have the Commission send a letter directly to ALUC regarding a change in their policy.

Chair Lucas stated that there has been much debate regarding infill development. While pre-existing uses are permitted to continue, a minor change can be interpreted to be in conflict with the plan. He said that he does not think that ALUC has recognized how inconsistency in the plan is judged. The general public does not differentiate between ALUC, the Airport, or the Airport Commission.

Chair Lucas noted that there is one specific gaffe in the plan in that there is no clear distinction when a project is subject to review by ALUC. He stated that it should be absolutely clear to every individual that comes in whether or not their project is subject to the plan.

In response to Commissioner Sherwood's comment that Chair Lucas should address his comments to ALUC, Chair Lucas stated that at the very least he would be happy to work with the Airport Manager to draft a letter to ALUC. He stated that the Commission could send a recommendation for Council to consider.

Airport Manager Grierson stated that the City Council will not be looking at internal procedures, but will be looking at what can be built in a certain zone. Chair Lucas stated that if the Commission makes a recommendation it should be that the Commission would like to see greater consistency when it concerns in-fill development. The Council should state that it wants to protect the rights of citizens to develop their

property.

Commissioner Moran suggested that the Commission should table this discussion for later if it is going to take much longer so that item 4.5 can be heard since there are members of the public in the audience waiting for this item to be called. It was the consensus of the Commission to table this discussion until after item 4.5.

MINUTE ORDER NO. 3-01 - RECOMMENDATION FOR APPROVAL OF RENT RELIEF FROM PACIFIC FLIGHT SERVICES

Airport Manager Grierson reported that he received a letter request from Linda Patrick rent relief for the period October, November, and December 2001. He said that the airport was literally shut down and general aviation grounded due to the terrorist attacks of September 11. Pacific Flight Services relies solely on flight training, fueling, and maintenance. Airport Manager Grierson reported that many FBO's across the nation have been affected. Commissioner Moran's motion to approve Minute Order No. 3-01 was seconded by Commissioner Bellin, and approved 4-0.

Commissioner Bellin left the meeting at 5:40 p.m.

Commissioner Moran suggested that in the future the Commission should move agenda items to the beginning of the agenda when there are members of the public present for a certain item.

Commission returned to discussion of item 4.3

There being no further comments regarding item 4.3, Chair Lucas recommended that the Commission send comments to the ALUC, with a copy to Council, that the Commission would like to see greater consistency with existing conditions where in-fill development is concerned, greater clarity in the ALUC review process, and that the Commission has great concerns with regard to the ALUC Secretary being an employee of the County Planning Division. It was the consensus of the Commission to have Chair Lucas assist the Airport Manager prepare the comments.

AIRPORT MANAGER UPDATES

Airport Manager Grierson reported that on September 9 there was a crash 1000 feet off the end of the runway. The pilot sustained major injuries, and later died as result of those injuries. The FAA and National Transportation Safety Board (NTSB) are conducting an investigation. There was a small grass fire that was started as a result of the crash. The tower was closed. Weather conditions were good at the time of the crash. The Airport Manager met with the Fire Department following the crash to discuss what happened, and what, if anything, could be done in the future. NTSB officials indicated that a greater amount of fire

retardant should be used on any future fires to cool the plane down as much as possible to preserve valuable evidence in the cockpit. Airport Manager Grierson indicated that changes will be made to the aircraft certification manual regarding responses to these type of emergencies.

Commissioner Moran questioned the communication ability from flight line operations such as Aero Union, Pacific Flight Services, and others that are in a position to observe an incident on the runway. Airport Manager Grierson reported that in this case, an employee at Pacific Flight Services saw the accident. He indicated that there is no telephone process in place, but there will be additional radio speakers added at the fire station. There is nothing else that can be done outside of ground surveillance radar, and a full-time air traffic control tower.

Commissioner Moran stated that he is interested in some form of ability to rapidly communicate from a business on the flight line to the crash rescue. Rocky Morris of Aero Union said that the response time from emergency personnel was very quick. During this last incident, emergency personnel were on scene within two minutes.

Airport Manager Grierson stated that he has been looking into the possibility of a VHF scan system. Commissioner Moran asked that the Airport Manager report back to the Commission on methods to enhance communication between those most likely to see an accident and emergency personnel.

Airport Manager Grierson indicated on a map the parking area that is within 300 feet of the terminal that is no longer available for parking with a FAA directed Level IV security in place. He stated that there is an area to the south of the existing parking lot that is graded, where gravel can be added to use as a parking lot. There has also been some discussion of putting angled parking on Fortress Street. The cars that are in the parking lot now will have to be towed if they are not moved soon.

Airport Manager Grierson stated that other security measures include locking down numerous gates, and requiring that all gate access cardholders provide the City with a background check. In addition, cardholders will now be required to comply with the master fee schedule which does require a fee for access cards. All access cards that have been issued have had to be compared with the FBI's watchlist of suspected terrorists. There is also increased security protection in the terminal, at baggage claim, and airport perimeter patrols. The cost for all of the extra security is approximately \$1800 per week. The gravel for the parking lot is going to cost approximately \$20,000. The cost for relocating approximately 70 cars could be as much as \$40 per car. All of this is taking a hit on the budget, and a request for supplemental funding will need to be presented to Council.

Chair Lucas suggested limiting the number of cars that come to the airport by using a shuttle service or a modified bus route.

ARTIST'S REQUEST TO DEDICATE AIRPORT SCULPTURE

In response to Commissioner Moran's question as to who commissioned the artwork, Airport Manager Grierson stated that this is part of the City of Chico Redevelopment Agency's plan to commission art at the same time that various construction projects takes place. There is a procedure that is handled through the Arts Commission, and Commissioners Bellin and Silva were on the selection panel that picked this final piece.

Commissioner Moran expressed concern that the piece symbolizes aviation movement and future growth, and that the sculpture may not be the appropriate place to install a plaque in memory of the events of September 11. He also indicated that he is not certain that this decision should be made by the artist, but rather should be referred back to the Arts Commission to approve.

Chair Lucas stated that it is the consensus of the Commission for the Airport Manager to advise the appropriate City staff that a comment be relayed back to the Arts Commission regarding the concerns that the Airport Commission has about the plaque. If the Arts Commission feels that the plaque is appropriate, then the Airport Commission does not have a problem with a plaque being installed at the time of the dedication.

There being no further business, at 6:20 p.m. the Commission adjourned to Tuesday, October 30, 2001 at 7:30 p.m. in the Council Chambers at the Chico Municipal Center.

Date Approved: 11/27/01

_____/s/
Robert A. Grierson, A.A.E.
Airport Manager

**ADJOURNED REGULAR MEETING
AIRPORT COMMISSION**

Tuesday, November 27, 2001

An adjourned regular meeting of the Airport Commission was held at 4:30 p.m. on Tuesday, November 27, 2001, in the Airport Terminal Conference Room at the Chico Municipal Airport.

Present at roll call were Chair Lucas, and Commissioners Moran, Sherwood, and Silva. Absent: Commissioner Bellin. City Staff: Airport Manager Robert Grierson, and Administrative Analyst Karen Main.

APPROVAL OF MINUTES - SEPTEMBER 13, 2001 AND SEPTEMBER 25, 2001

The Commission was provided with copies of minutes for its meetings held on September 13 and September 25, 2001. Commissioner Silva stated that the minutes of September 13, 2001 should be changed on page 2 to reflect that he stated he is in favor of extending the runways, but the remainder of that sentence should be deleted. With that change, he moved approval of the consent agenda.

Commissioner Moran stated that with respect to the 9/25/01 minutes, it was his recollection that the Commission referred the matter of the Airport art piece back to the Arts Commission for consideration of artist's request, and then return to the Airport Commission for decision.

Chair Lucas stated that because the piece has been installed there is no reason to continue the discussion further, other than to note Mr. Moran's concerns.

The Motion to approve the minutes with the change as noted by Commissioner Silva, was seconded by Commissioner Moran and carried unanimously. Commissioner Moran requested that item number 2.2 be pulled from the consent agenda for further discussion.

MINUTE ORDER NO. 4-01 - RECOMMENDATION THAT THE CITY COUNCIL AUTHORIZE THE AIRPORT MANAGER TO EXECUTE AMENDMENT NO. 2 TO LEASE OF REAL PROPERTY, CHICO MUNICIPAL AIRPORT, 100 PIPER AVENUE (CITY OF CHICO/HAROLD SCHOOLER)

Airport Manager Grierson stated that long-time tenant Harold Schooler has requested modification of his lease to allow him to conduct commercial activities consistent with the aeronautical specialty operator designation in the minimum standards. Because there is no facility for anyone who wishes to have an instrument shop, upholstery, paint, or aircraft sales, this is an opportunity to diversify the Airport's tenant base.

Airport Manager Grierson noted that the amendment to the lease may require some modification, and that he would be meeting with Mr. Schooler to discuss the amendment further. Airport Manager Grierson stated that he would like the Airport Commission's approval to negotiate the lease, prepare the amendment, and present it to Council.

Commissioner Moran stated that he is not prepared to grant this request because from a procedural standpoint he is reluctant to tell Council who should sign the lease. He stated that it is up to Council to decide who should sign the lease. He is sensitive as to the differentiations in the terms of leases and who is authorized to enter into them. Commissioner Moran asked that the addendum be brought back for the Airport Commission to review and approve after the Airport Manager has negotiated the details.

Airport Manager Grierson noted that the past practice has been for the Commission to make a recommendation to Council as to who should sign various documents. Chair Lucas stated that he concurs with Commissioner Moran's comments that the item should be returned to the Airport Commission for final approval.

In response to Chair Lucas' question as to what the time frame is for execution of the amendment, Airport Manager Grierson stated that the amendment should be processed within the next 60 days.

Commissioner Moran stated that if it is necessary to expedite the approval, then a special meeting should be called, and he is willing to accommodate his work calendar in order to hold a special meeting. Chair Lucas noted that the bottom line is that it is the Commission's desire to see the final wording of the amendment before it goes to Council for final approval.

Airport Manager Grierson said that the ordinance states that either the City Manager or the Airport Manager can execute leases. The City Manager signed everything before the Airport Manager was hired because he also acted as the Airport Manager. Airport Manager Grierson stated that if he has negotiated the terms of the lease, he should be the one to sign it.

Chair Lucas stated that he would rather see the Commission recommend that the Airport Manager sign the leases and amendments because that is one of the reasons that an Airport Manager was hired.

Commissioner Moran stated that perhaps an ordinance needs to be circulated that specifically states that for airport matters the Airport Manager can sign documents. Commissioner Moran restated that he does not feel it is the Airport Commission's prerogative to tell Council who should execute documents, leases or amendments that they need to approve.

Chair Lucas stated that the consensus of the Commission is that this item should come back to the Commission for final approval after the Airport Manager has worked out the final language. He stated that in the interim, the Airport Manager should talk to the City Manager and the City Attorney regarding the protocol for execution of documents.

Commissioner Moran said that he would like to know if the amendment will allow Mr. Schooler to perform specialized aeronautical services as the minimum standards define those terms, or will he be allowed to do other things which would be set forth in the amendment.

Airport Manager Grierson stated that the work would be consistent with the minimum standards, but that Mr. Schooler would act as landlord allowing separate businesses to operate. These separate businesses would require a sublease with Mr. Schooler subject to approval of the Airport Commission. Commissioner Moran stated that the amendment should have a provision that contemplates a sublease subject to approval by the Commission.

Chair Lucas commented that the Commission should revisit the hangar standards issue as a whole, and that there is a need to define hangar use so it is consistent with the minimum standards.

Airport Manager Grierson stated that the amendment would be consistent with the minimum standards. He noted that Mr. Schoolers' hangars are different than most in that they have electricity and meet airport zoning standards. Airport Manager Grierson stated that this is not a Fixed Base Operator agreement.

CONSIDERATION OF RESCHEDULING OR CANCELLING THE DECEMBER AIRPORT COMMISSION MEETING

Because the December meeting falls on Christmas Day, and there are no items pending for this meeting, it was the consensus of the Commission to cancel the adjourned regular December meeting.

AIRPORT MANAGER UPDATES

Airport Land Use Commission (ALUC) meetings of October 17, 2001 and November 21, 2001

Airport Manager Grierson reported that at the 10/17/01 meeting, ALUC reviewed a proposal to modify an existing cell tower at SHR 99 and Cohasset Road. ALUC approved the request with the requirement of a red light on top of the tower. City Planning Director Kim Seidler appeared asking that the ALUC work with the City of Chico in addressing development and zoning limits which affect several properties. First is the Webb property north of Eaton Road, and the second is infill policies that affect the Floral Commons project. Mr. Seidler requested that ALUC consider allowing densities listed in the General Plan guide development for that site. ALUC asked Mr. Seidler to provide information on the policy direction of Council.

Airport Manager Grierson reported that at the 11/21/01 meeting, ALUC rejected the proposed Floral Commons proposal of 29 homes on less than 4.6 acres. He also stated that Verizon Wireless returned to ask ALUC to rescind the requirement for a red light atop the cell tower. The City of Chico prohibits lighted towers unless they are required by the FAA. ALUC refused their request indicating that unlighted towers are dangerous.

Master Plan Goals

Airport Manager Grierson provided the Commission with a copy of the Master Plan Goals and Objectives. He asked the Commission to review the goals and objectives and provide him with feedback.

In response to Commissioner Silva's statement that Goal 2 is a repeat, Airport Manager Grierson stated that it should be industrial park.

Commissioner Moran indicated that he would like a chance to review the goals and objectives, and at the time that they are discussed further, he would like to know if the goals are in order of priority. Also, he would like to know the length of time for implementation of the goals in terms of quarter year, half-year, year, or years.

Environmental Study

Airport Manager Grierson reported that the environmental consultant Insite has been fired for failure to meet contractual goals. Jones and Stokes has been retained to complete the environmental portion of the plan. Airport Manager Grierson noted that there still has not been any movement on the part of the US Fish & Wildlife Service (USF&WS).

In response to Commissioner Moran's question as to the name of the contact at Congressman Herger's office, Airport Manager Grierson stated that his first name is Alex, but he could not remember his last name. Airport Manager Grierson noted that Alex is well-informed and has been briefing Congressman Herger.

November 20, 2001 Meeting with the City Council Regarding Airport revenues

Airport Manager Grierson reported that Council member Dan Nguyen-Tan asked him to appear at the November 20, 2001 City Council work session to discuss airport revenues. A copy of the Airport Manager's analysis and recommendations was provided to the Airport Commission and City Council. Airport Manager Grierson stated that he would like to have the Airport Commission approve the analysis and recommendations at the January 2002 Airport Commission meeting.

Airport Manager Grierson said that most of the revenue at the Airport comes from tenants and from Airport users. He indicated that the Commission needs to look at adjusting fees, and possibly charging for parking

Commissioner Silva commented that a parking fee should be pursued cautiously because many people that fly out of Chico do so because of the free parking.

Airport Manager Grierson stated that he is not convinced that people would fly out of Sacramento if they were charged for parking. He noted that this could bring in up to \$140,000 in revenue.

Chair Lucas noted that the Airport Manager's analysis and recommendations has identified the sources of revenue, and laid out to Council that the airport is not sufficiently funded.

In response to Commissioner Moran's questions as to whether or not the Airport Manager feels that Council member Nguyen-Tan would like to see the Airport self-supporting, Airport Manager Grierson stated that he does not know if Council member Nguyen-Tan feels that way, but he knows that it could be self-supporting.

In response to Commissioner Moran's question as to whether or not the Airport Manager needs a motion

directing the Airport Manager to prepare and agendize recommendations for review of possible fee generating sources, Airport Manager Grierson stated that he does not know if he needs a motion, and that his intention is to bring a series of Minute Orders adjusting the fee schedules before the Commission for approval. Commissioner Moran commented that he would be more comfortable looking at the fees in a general discussion, rather than having the Minute Orders presented for approval at the January meeting.

Airport Advertiser

Airport Manager Grierson reported that he selected John Goold of Redding to be the airport advertiser following a nationwide search. In addition to Airport advertising, Mr. Goold has offered to set up an ATM machine in the terminal, and to pay a revenue string. Airport Manager Grierson stated that he will be bringing a lease agreement to the Commission for approval when the details have been finalized.

In response to Commissioner Sherwood's question as to whether or not he has experience in airport advertising, Airport Manager Grierson said that he has been doing airport advertising in Redding.

ADJOURNMENT

There being no further business, at 5:20 p.m. the Commission adjourned to Tuesday, January 29, 2002 at 7:30 p.m. in the City Council Chamber, 421 Main Street.

Date Approved: 1/29/02

_____/s/_____
Robert A. Grierson, A.A.E.
Airport Manager

**SPECIAL MEETING
AIRPORT COMMISSION**

Tuesday, December 18, 2001

A special meeting of the Airport Commission was held at 5:30 p.m. on Tuesday, September 13, 2001, in the Airport Terminal Conference Room at the Chico Municipal Airport.

Present at roll call were Commissioners Bellin, Lucas, Moran, Sherwood, and Silva.

MINUTE ORDER NO. 4-01 - RECOMMENDATION THAT THE CITY COUNCIL AUTHORIZE THE AIRPORT MANAGER TO EXECUTE AMENDMENT NO. 2 TO LEASE OF REAL PROPERTY, CHICO MUNICIPAL AIRPORT, 100 PIPER AVENUE (CITY OF CHICO/HAROLD SCHOOLER)

In response to Commissioner Bellin's question as to whether or not the amendment to Harold Schooler's lease will change his property value, Airport Manager Grierson stated that the property will have greater value, but the amount paid to the City will not change.

In response to Commissioner Bellin's question as to why this amendment is necessary, Airport Manager Grierson stated that there are insufficient facilities to accommodate small operators. He said that Schooler's hangars meet Commercial Code and can be converted to small specialty operations.

In response to Commissioner Moran's request for a description of what a specialty operator can do, Airport Manager Grierson referred the Commission to the Minimum Standards dated July 30, 1996, pages 2 of 7, and 6 of 7 for more detail.

In response to Commissioner Moran's question as to whether or not a new business on Schooler's leasehold would need Airport Commission approval, Airport Manager Grierson stated yes, that it would require a separate agreement with the City.

In response to Commissioner Moran's question as to whether or not Schooler will have to return to the Airport Commission if he wants to operate a new business, the Airport Manager said yes.

Commissioner Moran observed that the proposed language would allow the sublessee to perform owner level maintenance, but not the lessee. In response to Commissioner Moran's question whether the intent is to not allow Schooler to maintain his own aircraft, Airport Manager Grierson stated that is not the intent.

Commissioner Moran proposed that the amendment be modified to read: Lessee may also allow aircraft owner-level preventative maintenance services on aircraft stored by lessee and sublessee as allowed by Federal Aviation Regulations.

Commissioner Moran also observed that the next line read: Lessee or sublessee may also use the leased

property for the purpose of operating as a specialty aeronautical operator and for any other purpose necessary or normally incident to the conduct of such business, as approved by the governing authority established in the Chico Municipal Code.

In response to Chair Lucas' question to Harold Schooler if he is comfortable with these changes, Mr. Schooler indicated that the changes were acceptable.

A motion to approve the amendment with the above changes was made by Commissioner Silva, and seconded by Commissioner Sherwood.

Commissioner Moran stated that it is not the prerogative of the Airport Commission to recommend to Council an individual to sign the agreement on behalf of the Airport Commission. He stated that he does not want to overstep the authority of the Airport Commission by making a recommendation. He noted that it is within the Airport Manager's authority to approve agreements up to one year, the Airport Commission can approve up to 15 years, and that it is within the purview of the Council to approve beyond 15 years and that they should determine who approves for the City, not the Airport Commission.

Chair Lucas disagreed with Commissioner Moran. He stated that the Airport Manager was hired to manage the Airport, and to enter into and enforce agreements. Commissioner Bellin stated that the Council can decide who signs agreements.

In response to Harold Schooler's question as to whether or not this disagreement over who signs the agreement will delay implementation for another month, Airport Manager Grierson said that it would be possible, because the Council would have to take it off of the consent agenda to decide who will sign the agreement.

Airport Manager Grierson noted that all previous agreements have been signed by the Airport Manager, and all previous Minute Orders have recommended that the City Council authorize the Airport Manager to sign.

Commissioner Moran stated that he is not persuaded by what was done previously, and that he wants Council to decide who will sign the agreements. He said that he knows of no guidelines or rules to say that the Airport Manager signs on behalf of Council. Commissioner Moran stated that if City Manager Tom Lando wants the Airport Manager to sign agreements on behalf of the Airport Commission, it would be helpful to send a letter to the Airport Commission stating that the Airport Manager is authorized to sign agreements.

Commissioner Silva's motion to approve Minute Order No. 4-01 with the language amended as discussed,

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and with no recommendation from the Airport Commission as to who should sign the Amendment, carried by the following vote:

Ayes: Bellin, Moran, Sherwood, Silva

Noes: Lucas

Absent: None

Abstain: None

The meeting was adjourned at 6:12 p.m.

Date Approved: 1/29/02

_____/s/
Robert A. Grierson, A.A.E.
Airport Manager