



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

AIRPORT COMMISSION

Mike Antolock, Chair

Martin Nichols, Vice-Chair

BT Chapman

Linda MacMichael

Thomas Nolan-Gosling

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1 **CALL TO ORDER**

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

1.2 **PLEDGE OF ALLEGIANCE**

1.3 **ROLL CALL**

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

Absent: None

2. **CONSENT AGENDA**

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

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

Attachment 1

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

Public Comments: None

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

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

Motion carried and passed 5-0 as follows:

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

NOES: None

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

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

5. **CLOSED SESSION** – None

6. **REGULAR AGENDA**

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

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

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

Attachment 1

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

Motion carried and passed 5-0 as follows:

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

NOES: None

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

Public Comments were received from Norm Rosene.

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

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

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

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

Attachment 1

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

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

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

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

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

Public Comments: None

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

Motion carried and passed 5-0 as follows:

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

Attachment 1

NOES: None

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

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

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

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

Public Comments: None

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

Motion carried and passed as follows:

AYES: MacMichael, Champan, Nichols, Antolock

NOES: None

ABSTAIN: Nolan-Gosling

6.5 **AIR SERVICE DEVELOPMENT COMMITTEE ASSIGNMENTS**

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

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

Public Comments: None

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

Motion carried and passed 5-0 as follows:

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

NOES: None

7. **BUSINESS FROM THE FLOOR**

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

Public comments were received from Norm Rosene.

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

8. **REPORTS AND COMMUNICATION**

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

8.1 **AIRPORT MANAGER REPORTS**

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

8.1.1. **Tom Bahr – Airport Manager**

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

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

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

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

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

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

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

Attachment 1

8.1.3. Rod Dinger, Airport Strategist

- Air Service Development and Airline Industry Update

8.2 **AIRPORT COMMISSIONER REPORTS**

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

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

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

9. **ADJOURNMENT**

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

