

# Regular Airport Commission Meeting

## January 31, 2006

### **ROLL CALL:**

Commissioners Present: Allen Sherwood, Chair  
Michael Moran, Vice Chair  
Al Silva

Commissioners Absent: Damon Gustafson  
Georgie Bellin

City Staff Present: Assistant City Manager Dave Burkland  
Accountant Jarrod Orr  
Administrative Analyst Nancy Raimer

**APPROVAL OF MINUTES - MINUTES OF DECEMBER 20, 2005** - Commissioner Moran motioned to accept the Minutes. Commissioner Silva seconded the motion. The motion was approved unanimously.

**ELECTION OF 2006 CHAIR AND VICE CHAIR AND DISCUSSION OF COMMITTEES** - Chair Sherwood nominated Mike Moran to be the new Chairperson for the Airport Commission. Commissioner Silva seconded the motion. The motion carried unanimously. Commissioner Silva then nominated Commissioner Sherwood to be the new Vice Chair for the Airport Commission. Commissioner Moran seconded it and that motion carried unanimously also. Commissioner Moran took over as the Chair and suggested to hold the discussion of committee assignment to the next Airport Commission meeting when the entire Commission would be present. Chair Moran invited calls from those interested in positions.

**UPDATE ON MASTER LEASE** - Chair Moran asked for an update on the Master Lease. Assistant City Manager Burkland reported that he had just recently had a conversation with City Attorney Frank, and that even though at the last meeting he had said that the City Attorney's Office would probably be fully staffed by now, it was not. It probably wouldn't be fully staffed until the end of February. Therefore the Master Lease has not been finalized, and, won't be until after then. Commissioner Silva asked if the City Attorney would be making written reports to Burkland. Burkland replied that the Attorney's Office has not been so far, but, asked if Commissioner Silva wanted reports from them. Commissioner Silva thought it might be needed. Chair Moran said that this should be discussed at the next meeting, and requested to make this item a continuing Agenda item.

**UPDATE ON AIR SERVICE DEVELOPMENT STUDY** - Chair Moran said that he noticed the Air Service Development report in the packet and asked Burkland to go over it. Burkland discussed the high points, and, stated that if the Commission had any questions, he would find the answers and report back to them. The survey noted that the catchment area includes approximately 230,000 persons with approximately 330,000 flights originating from the area. Chico only gets ten percent of those flights. Seventy five percent go to Sacramento Airport, some to Oakland Airport, and some to San Francisco Airport. For the domestic flights, most are Los Angeles. Competition is in Sacramento where Southwest flies and, Burkland said that some

of the meetings that he's had show that Southwest drives that market. Two other things looked at through the study was a survey of businesses in Chico, and, a survey of travel agencies in order to find trends. With this info, the City Manager and Assistant City Manager approached Horizon Airlines about Chico's market. Horizon seemed interested, and said that they are buying new planes, and they believe that Chico could be a possibility for them. Burkland said that he also went to Chicago to speak with representatives of United Airlines about the possibility of working out of Chico. What he learned was that United does not promote their specific routes, and, that they would have to be promoted locally. Burkland also stated that he is looking into asking the consultant to write a grant for marketing and revenue guarantees to increase air carrier service at the Chico Airport. Commissioner Sherwood suggested that we look into letting the public know that. United said that they plan to add a fourth flight to Chico in August. We asked them to look at the Chico to L.A. flight in our pitch....so, we're not sure they want to. It was encouraging, it gives us a point to launch from. We'd have to prove what the differences are. Sherwood said that the Air show would be a great venue to promote the options available...with bumper stickers, banners, etc.....since a large crowd will probably be in attendance. Commissioner Sherwood also asked if the City was planning to change the free parking at the Airport. Chair Moran said that we could promote the airport and asked to keep the Airport Service Development regular Agenda item. Commissioner Sherwood motioned that and Commissioner Silva seconded the motion. It was accepted unanimously. Burkland added that he hoped to get the Council to accept the idea of a grant from the DOT. Chair Moran asked if it would be helpful to create an Air Service Development Committee that could work a little bit closer with Burkland. Burkland agreed. Chair Moran then asked if he could just appoint a committee, and Commissioner Sherwood volunteered and said that we should contact Jim Goodwin at the Chamber. Chair Moran named it the Air Service Development Committee and appointed Commissioner Sherwood as Chair of the Committee. Nothing further.

**LEASE AUTHORITY 11R.08.164** - Chair Moran noticed that there were copies included in the Airport Commission packet that were mailed prior to the meeting that discussed the Lease Authority, which he believed was something that none of the Commissioners knew occurred. Chair Moran asked for any comments from the Commission with respect to that. There weren't any, and Chair Moran asked if this item could remain as an Agenda item, and, asked the Commissioners to give some consideration to how it was before. The Airport Commission previously had the ability to accept agreements up to 15 years, and, anything beyond that had to go to Council. Chair Moran reported that he believed that the Commission had no knowledge prior to this change, and requested to revisit this discussion, and that he would discuss this with the City Manager. Nothing further.

**AIRPORT ENGINEER STATUS REPORT** - Burkland discussed Reinard Brandley's performance as requested by Commissioner Silva. Burkland said that his personal experience with Brandley is that he is very responsive to the City's requests. He wrote letters on the City's behalf. The apron project is almost complete. It seems like a good plan. We're waiting until springtime for sealant. The City also submitted our five year capital improvement program, and, have been working with Brandley on this too. Commissioner Sherwood wanted to know if it was something that the City will do, or, has it been that way in the past. Burkland said yes. Commissioner Sherwood asked how big an area. Burkland said that they are looking at CDF area. Commissioner Sherwood asked how we recover the cost if the City does it. Burkland said

that he would have to look into that. Chair Moran said that we could discuss that when we discuss rate review. On that note, Burkland introduced Accountant Jarrod Orr who will be working along with Burkland to develop a financial plan for the Airport.

**STAFF UPDATES** - Burkland updated the Commission on the status of the new fire fighting vehicle that was being delivered to Chico. Commissioner Sherwood said that this should be a good Public Relations item. Commissioner Moran asked if we could have a ribbon cutting ceremony for the new vehicle. Commissioner Sherwood asked if the vehicle could be used off the Airport. Burkland answered that he didn't think so. Commissioner Sherwood also asked if the vehicle was acquired through an airport improvement grant. Burkland answered yes. Chair Moran said that we should have some kind of event since it improves safety at the Airport and provides safety for citizens. Burkland said that he would talk to the Chief Brown about that. Commissioner Silva suggested to make the ceremony part of a regular Airport Commission meeting. Chair Moran stated that he wasn't opposed to that. Nothing further on staff updates.

Commissioner Sherwood updated the status of the Air Show planning meetings. He said that they have been meeting with the Chamber regularly and that the City has contributed \$10,000 for the Air show event, and that they will be attempting to get an additional \$10,000 to match that. Commissioner Sherwood also said that he thought the Air Show might be a good place to unveil the Fire Truck and hand out bumper stickers, etc.....He stated that the date selected for the Air Show was September 2, 2006.

Sherwood requested to have all Airport Commission meetings at 4:30 pm, instead of some being at 7:30 p.m. Burkland said that he would check into that and provide a report at the next meeting.

**ITEMS ADDED AFTER POSTING OF THE AGENDA** - None

**BUSINESS FROM THE FLOOR** - None

**ADJOURNMENT** - Silva motioned to adjourn. Sherwood seconded. The meeting adjourned at 8:05pm The commission will adjourn to its regular adjourned meeting of February 28, 2006, at 4:30 p.m. in the Conference Room 1 of the Chico Municipal Center building located at 421 Main Street, Chico, California.

# REGULAR AIRPORT COMMISSION MEETING

February 28, 2006

## ROLL CALL:

Commissioners Present: Mike Moran  
Damon Gustafson  
Georgie Bellin  
Al Silva

Commissioners Absent: Allen  
Sherwood

City Staff Present: David Burkland  
Debbie Presson  
Jarrod Orr  
Nancy Raimer

**APPROVAL OF MINUTES - MINUTES OF JANUARY 31, 2006** - Chair Moran asked for any comments. There were none except Chair Moran noted that the last three sentences on page two under lease authority should read as follows:

“The Airport Commission previously had the ability to accept agreements up to 15 years, and, anything beyond that had to go to Council. Chair Moran reported that he believed that the Commission had no knowledge prior to this change, and requested to revisit this discussion, and that he would discuss this with the City Manager. Nothing Further.”

Commissioner Silva motioned to amend the Minutes of January 31, 2006 to reflect these changes. Commissioner Bellin seconded. So moved.

## **MINUTE ORDER - RECOMMENDATION THAT THE CITY COUNCIL AUTHORIZE THE CITY MANAGER TO EXECUTE A CONSENT TO ENCUMBRANCE OF LEASE AND AMENDMENT TO LEASE OF REAL PROPERTY CHICO MUNICIPAL AIRPORT (CITY OF CHICO/AERO UNION CORPORATION)**

- Chair Moran said that he would like to take any public matters first (out of order) prior to any in house items as an accommodation, unless there are any objections. Jeff Parrish from Aero Union, Siggi Arnarson from Northgate Aviation, and Danford Jay were in the audience. No one had any public matters to bring forward for discussion so Chair Moran asked Assistant City Manager (ACM) Dave Burkland to brief the Commission on the first item. ACM Burkland summarized the request from Aero Union for a Consent to Encumbrance and amendment to the lease at 747 Fortress. ACM Burkland reported that the City Attorney's Office had reviewed the documents and recommended that the Commission approve it. Chair Moran asked for any discussion. Chair Moran noted on Page two of the Consent a couple of items that he would like the City Attorney's Office to brief the City Council on. Commissioner Moran stated that the Consent document minimizes the City's security, and that the Council should be made aware of the language. He also recommended that the document include an attornment provision in section 4b, that states up front that the encumbrancer acknowledges the lease and will abide by all terms within it. Commissioner Moran asked for any other comments, and there weren't any. Moran asked for any comments from the Aero Union representative in the audience. Mr. Parrish said that he was concerned about the timing of the request. ACM Burkland said that the item is scheduled to go to City Council at their meeting of March 21, 2006. Commissioner Moran reiterated that he was suggesting that the Council be made aware of the impact of the proposed documents, not trying to change the document. Commissioner Bellin motioned to accept and Commissioner Gustafson seconded the motion. All approved.

**COMMITTEE SELECTION** - The appointments for Officers and Committees for 2006 were made by Chair Moran. He placed Commissioner Gustafson on the Airport Management and Budget Committees. Commissioner Silva remained on both the Architectural Review and Planning Committees, and Commissioner Bellin remained on the Architectural Review and Lease Review Committees, while also being newly added to the Budget Committee. Chair Moran will remain on the Airport Management, Lease Review and Planning Committees, while Allen Sherwood will remain as the alternate for the Architectural Review Committee, will also be the Air Show Committee Chair, and will serve on the Master Plan and Service Development Committees. Chair Moran asked for an updated list of Officers and Committees for 2006 be sent to each Commissioner.

**LEASE AUTHORITY 11R.08.164** - ACM Burkland said that Chair Moran asked staff to bring the Commissioners up to date on the current lease authority in the Municipal Code. ACM Burkland reported that staff provided the Commissioners a copy of the City Code, and, the Resolutions for the lease authority which authorized the Airport Manager to approve leases for up to 15 years. Commissioner Bellin asked how it came to Council to be changed. ACM Burkland said that it was among a group of provisions to clean-up the language from previous years. It first went to the Internal Affairs Committee and then to the City Council. Moran said that he would presume that it was just a clean-up matter and let it go at that, but stated that the way it presently stated seems to circumvent any review of leases by the Commission. Moran stated that it's always been a presumption that the Commission would review all leases up to 15 years, and that any leases over 15 years would have to be approved by the Council. ACM Burkland said that in order to change the Airport Manager authority, a Council action would be necessary. Moran said that he would like to make a recommendation to the Council to make the Commission responsible for all leases up to 15 years. ACM Burkland clarified that the code already authorizes the Commission to approve leases for up to 15 years. The only change would be to limit the Airport Manager's authority to approve leases up to one year. Commissioner Bellin made a motion to recommend to the City Council that section 11R.08.164 be amended to authorize the Airport Manager approve leases for up to one year. Silva seconded. All in favor. Moran asked for ACM Burkland to let the Commissioners know when this item would go to Council so that Commissioners could be present if they so wished.

**UPDATE ON MASTER LEASE** - ACM Burkland said that he had spoken to the City Attorney who said that he would put staff on this item beginning in March. Assistant City Attorney Lori Barker will be assigned to this item and it should go pretty quickly. ACM Burkland said that staff will work to consolidate what we have and include exhibits to bring to the Commission for review, and then to Council for final approval. Chair Moran said that if the leases were not over 15 years, they wouldn't have to go to Council. Moran said that he and Commissioner Bellin are on the lease committee, and have gone to many meetings, and offered to add input and meet with Lori Barker to help with this.

**UPDATE ON AIR SERVICE DEVELOPMENT STUDY** - ACM Burkland reported that staff has been working on this, and, mentioned that United Airlines will actually be adding a fourth flight in April. Also, after the study Chico can apply for a grant through DOT with the information that was gathered. ACM Burkland said that this grant will need commitment from the community, since many other cities will be competing for grants. A lot of the support necessary will be for marketing Air Service in Chico. Chair Moran added that items 3.4 (Update on Master Lease), and 3.5 (Update on Air Service Development) be standing Agenda items, since all of the Commissioners were not present.

**DISCUSSION OF CHANGING THE AIRPORT COMMISSION MEETINGS START TIME**

**TO 4:30PM.** - ACM Burkland introduced City Clerk Debbie Presson in order to brief the Commission on how this could be accomplished. Presson explained that Council sets the time for Commission meetings, and in order to change the time she recommends that the Airport Commission Chair prepare a letter to the City Clerk requesting her to place the item on the Agenda under reports. Bellin asked how this item came up. ACM Burkland answered that Commissioner Sherwood brought it up at the last meeting. Bellin said that years ago the Airport Commission used to meet at the Airport. Siggi Arnarson from Northgate Aviation offered for the Commission to meet at their office. Presson said that Council would have to direct the City Attorney to draft an Ordinance, and that once that it's heard by the Council, it would take two meetings in order to actually take effect. Moran said that the letter could say meetings no earlier than 4:30 p.m., but, we could meet at a later time. Presson said that the regular meetings could be held at 6 p.m. but, that if the Commission wanted to change all meetings to 4:30 p.m., that a letter should be written to Council. Silva motioned to ask Council to make a code change to change the time for all Commission Meetings to 4:30 p.m. Gustafson seconded. All in favor. Gustafson asked if Moran would write the letter. Moran said yes.

**STAFF UPDATES** - ACM Burkland said that staff had a meeting with representatives from Aero Union, Northgate Aviation, the Police Department and Fire Department regarding some of the issues involved in the Air Show that is being planned at the Airport. ACM Burkland stated that the community is off to a really good start and that Commissioner Sherwood had prepared a request to the DOT for military planes, which kicks off the request to the FAA. He also stated that there seems to be no problems with the date that they have selected.

**ITEMS ADDED AFTER POSTING OF THE AGENDA** - None

**BUSINESS FROM THE FLOOR** - Danford Jay wanted to make a comment about the Airport Newsletter. He said that he would be willing to get it via email, and said that it should be sent via email. Moran said that this is a nice addition. Mr. Jay suggested leaving an option for people to submit articles for the next one. Silva asked for status on Reinard Brandley. ACM Burkland said that staff is working with him on the apron, signage, etc. Another item is the improvement to the D row for the T-hangar pads and we are satisfied with his performance. Moran said that he would like to thank Mr. Jay for moving forward with the D row, notwithstanding that we are still working on the Master lease. He then asked Mr. Jay to update the Commission on the project. Mr. Jay reported that he was informed that his lease was currently in the mail, and that realistically steel will be on the ground in May. Mr. Jay said that he believes the hangars will be constructed in approximately 30-40 days. He also stated that he will be looking for occupancy in late June. Moran asked how many T-hangars will be going up. Mr. Jay said 15 hangars now, and seven later. Moran asked how many are rented? Mr. Jay replied that there aren't any contracts yet, but that he has seven interested parties. Moran asked, "of the aircraft coming in from outside the area, what would be the total value of the aircraft?" Mr. Jay answered approximately \$1.5 to \$3 million dollars of additional personal property. Nothing further.

**ADJOURNMENT** - Commissioner Gustafson made a motion to adjourn. Commissioner Bellin seconded. The meeting adjourned at 5:25 pm. The Commission will adjourn to its regular adjourned meeting of March 28, 2006, at 4:30 p.m. in Conference Room 1 of the Chico Municipal Center building located at 421 Main Street, Chico, California.

## **Regular Airport Commission Meeting**

### **April 25, 2006**

#### **ROLL CALL:**

Commissioners Present: Mike Moran                      Commissioners Absent: None  
Allen Sherwood  
Al Silva  
Georgie Bellin (late)  
Damon Gustafson

City Staff present: Assistant City Manager Dave Burkland  
City Clerk Debbie Presson  
Accountant Jarrod Orr  
Administrative Analyst Nancy Raimer

**APPROVAL OF MINUTES - Minutes of February 28, 2006** - Chair Moran asked for a motion to accept the Minutes of February 28, 2006.

**Motion made by:** Vice Chair Sherwood

**Seconded by:** Commissioner Silva

The motion was accepted unanimously.

**MINUTES OF COMMISSION MEETINGS** - City Clerk Debbie Presson explained that the Council previously adopted "Action-Only" Minute taking. She explained that she has read samples of minutes, watched sample video tapes of Commissions and Board Meetings, and had sessions with all Minute takers in order to incorporate this. It would simplify Minute taking and only include the "Action" into the Minutes as the government code requires us to do. Vice Chair Sherwood asked that if something needed to be included in the Minutes, could it be added? City Clerk Presson said Yes by simply stating "for the record" prior to whatever it is you want included. She also explained that they would no longer be "word for word" and that the back-up would be on the video tapes. Chair Moran stated for the record, "That sounds great!"

**LEASE AUTHORITY 11R.08.164** - Assistant City Manager Burkland explained to the Commissioners that he's discussed this with the City Manager, who would like the Commission to consider an alternative. The Commissioners agreed that the previous lease authority prior to any change created a "checks and balances" system which they feel needs to be in place. Assistant City Manager Burkland said that if the Commission wanted, he would bring this item to Council, excluding the 30-day notice portion. Chair Moran said, "for the record" he would like to add that Assistant City Manager Burkland has articulated staff's perspective on the proposed action with lease authority, and, having discussed the matter, the Commission has elected to stay with the action previously stated, and ask staff to produce a resolution modifying 11R.08.164 consistent with the original lease authority.

**UPDATE ON MASTER LEASE** - Assistant City Manager Dave Burkland gave the Commission an update on the Master Lease and advised that there has been no progress. Both

Chair Moran and Commissioner Bellin offered to meet with the City Attorney to assist with it.

**UPDATE ON AIR SERVICE DEVELOPMENT STUDY** - Assistant City Manager Dave Burkland updated the Commissioners on the Air Service Development Study. Burkland mentioned a recent grant submitted to the Department of Transportation and invited the Commissioners to review it on a website. The website address will be forwarded to Commissioners. Burkland also mentioned that he and the City Manager plan to visit Skywest to discuss this.

**UPDATE ON AIR SHOW** - Vice Chair Sherwood discussed how plans are coming on the Air show. It is scheduled for September 2, and plans are underway to make it a family event, having an air show, a fireworks display, displays of crash and rescue vehicles, and of Military Aircraft.

**ITEMS ADDED AFTER THE AGENDA** - Vice Chair Sherwood mentioned an error on the Agenda involving mixing up Vice Chair and Chair names. Assistant City Manager Burkland reported that the FAA Far 139 inspection, which occurred in March went smoothly. He also mentioned that the FAA will be updating our license, that the City got a new fire fighting vehicle and that there will be a celebration to introduce it, and that the plans for Fire Station 3 are currently out at the Station. He also solicited articles for the next newsletter.

**BUSINESS FROM THE FLOOR** - Chair Moran stated, “for the record”, Ms. Bellin is excusing herself as a Commissioner and addressing the Commission as a member of the public. Ms. Bellin wanted to get input before taking an idea of putting in a business park, or a restaurant to the Planning Commission. Commissioner Gustafson thought it was a great idea with so many people looking for large conference centers, etc. Chair Moran suggested for Ms. Bellin to agendize this item for another meeting, and Ms. Bellin asked to agendize the item for the next meeting. Chair Moran also wanted to thank Dan Jay for coming to meetings, and asked Mr. Jay to give an update on the progression of his D-Row project. Mr. Jay came to the podium and gave the Commissioners an update.

Commissioner Silva asked for an update on consultant Brandley. Assistant City Manager Burkland reported that Brandley has completed the apron project, and that his son, Damon Brandley will be taking over for him on future projects.

**ADJOURNMENT** - Commission Sherwood made a motion to adjourn. Commissioner Bellin seconded. The meeting adjourned at 7:10 p.m. to its regular adjourned meeting of May 30, 2006, at 4:30pm in Conference Room 1 of the Chico Municipal Center building located at 421 Main Street, Chico, California.



## **Regular Airport Commission Meeting July 25, 2006**

### **ROLL CALL:**

Commissioners Present: Mike Moran                      Commissioners Absent:      None  
Allen Sherwood  
Al Silva  
Georgie Bellin  
Damon Gustafson

City Staff present:                      Assistant City Manager Dave Burkland  
Administrative Analyst Nancy Raimer

**APPROVAL OF MINUTES - Minutes of April 26, 2006** - Chair Moran asked for a motion to accept the Minutes of April 26, 2006.

**Motion was made by:** Commissioner Sherwood

**Seconded by:** Commissioner Bellin

The motion was accepted unanimously.

**UPDATE ON MASTER LEASE** - Assistant City Manager (ACM) Dave Burkland updated the Commission on the status of the Master Lease.

**UPDATE ON AIR SERVICE DEVELOPMENT STUDY** - ACM Burkland reported on a pending incentive grant from the D.O.T. which would provide revenue guarantees.

**UPDATE ON AIR SHOW** - Commissioner Sherwood and ACM Burkland updated the commission on the festivities of the Air Show. Commissioner Bellin suggested that the City should have something to hand out, possibly the Airport Newsletter, on the day of the show. ACM Burkland suggested maybe we could produce a *SPECIAL EDITION*.

**STAFF UPDATES** - ACM Burkland updated the Commissioners on the status of the Lease Authority, construction of the new T-hangars at the Airport, and on a letter received from the FAA requiring the City to pay for the tower costs. ACM Burkland would like to introduce a 10-year financial plan for the Airport at one of the next meetings, to get ideas from the Commission, and asked to agendaize this item.

**ITEMS ADDED AFTER THE AGENDA** - None.

**BUSINESS FROM THE FLOOR** - None.

**ADJOURNMENT** - Commissioner Bellin made a motion to adjourn. Commissioner Sherwood seconded. The meeting adjourned at 6:35 p.m. The Commission will adjourn to its regular adjourned meeting of August 29, 2006, at 4:30pm in Conference Room 1 of the Chico Municipal Center building located at 421 Main Street, Chico, California.



prepared either way. Chair Moran called for the Financial plan prepared for today's meeting be moved to the next meeting so that all Commissioners are present.

**Motion was made by:** Commissioner Bellin

**Seconded by:** Commissioner Gustafson

No discussion

**STAFF UPDATES** - ACM Burkland mentioned that Caltrans is subcontracting with the FAA to evaluate the pavement at the Airport. He also reported that Fire Station 3 is progressing, and that there is a contractor that is working on the shelter for the AARF vehicle.

**ITEMS ADDED AFTER THE AGENDA** - None.

**BUSINESS FROM THE FLOOR** - Commissioner Bellin suggested that the vacant lots at the Airport should be spruced up prior to the Air Show. ACM Burkland said that he would talk to the Airport Supervisor.

**ADJOURNMENT** - Commissioner Moran adjourned the meeting at 5:10 p.m. The Commission will adjourn to its regular adjourned meeting of September 26, 2006, at 4:30 p.m. in Conference Room 1 of the Chico Municipal Center building located at 421 Main Street, Chico, California.

## **Regular Airport Commission Meeting September 26, 2006**

### **ROLL CALL:**

Commissioners Present: Mike Moran                      Commissioners Absent: Al Silva  
   Georgie Bellin  
   Damon Gustafson  
   Allen Sherwood

City Staff present:                      Assistant City Manager Dave Burkland  
   Administrative Analyst Nancy Raimer  
   Accountant Jarrod Orr  
   Planning Director Kim Seidler  
   Senior Planner Patrick Murphy

**APPROVAL OF MINUTES - Minutes of August 29, 2006** - Chair Moran asked for a motion to accept the Minutes of August 29, 2006.

**Motion was made by:** Commissioner Sherwood  
**Seconded by:** Commissioner Bellin  
none against

### **CONSIDERATION OF REQUEST FROM RICHARD BILLSON TO REVIEW CERTAIN PROVISIONS OF TITLE 19 OF THE CHICO MUNICIPAL CODE**

**REGARDING AIRPORT ZONES** - Assistant City Manager Dave Burkland (ACM Burkland) was contacted by Mr Billson about property he owns at the Airport. Mr Billson wanted to develop the property as general office space, but wanted to discuss the requirements that are in the City's current zoning code. Commissioner Gustafson announced that he would eliminate himself from this discussion since Mr. Billson does business at his bank. Planning Director Kim Seidler stepped forward to discuss the use permit cost and to explain the Airport Commercial Zone that is in the Municipal Code. Mr. Billson stated his plan and asked what businesses would be allowed on his property, and, his guest Steve Depa also asked a few questions. Mr. Seidler indicated that businesses would have to be related to airport activities or serve employees working in the airport zones. Most uses would require a use permit.

**UPDATE ON MASTER LEASE** - ACM Burkland had nothing further.

**UPDATE ON AIR SERVICE DEVELOPMENT PROGRAM** - ACM Burkland reported that he and the City Manager went to Redding recently and discussed the possibility of flights from Skywest and Horizon. Redding is interested in working with Chico, and, they are trying to get a flight to Phoenix.

**AIRSHOW INFORMATION** - ACM Burkland said that the show was a huge success, and had over 10,000 attendants according to the Police Department. All FAA requirements were met except for a few minor incidents. Chair Moran asked to agendaize the Chamber and their

presentation. The Chamber is interested in a yearly event and Commissioner Sherwood spoke to Jim Goodwin who reported that the Chamber of Commerce netted \$5,000 on the first Air Show.

**STAFF PRESENTATION OF AIRPORT FUND FINANCIAL PLAN** - Accountant Jarrod Orr presented a 10-year financial plan that was held over from the last meeting. ACM Burkland advised that since the City is working on a 10-year financial plan, Accountant Orr and himself worked on a 10-yr projection for the Airport.

**STAFF UPDATES** - ACM Burkland introduced a map of the eastside flight line and said that Aero Union would like to build hangars there. Chair Moran suggested to agendize this topic to the next meeting. Also, ACM Burkland is meeting with the TSA, and said that he doesn't know what kind of restrictions or requirements would be needed. He also noted that the next Airport meeting time of October 31 conflicted with the Police Department's need to use the entire Chamber.

**ITEMS ADDED AFTER THE AGENDA** - Commissioner Bellin announced that a letter of resignation will be turned into the City Clerk's office as of the September 30 due to her being appointed to a Butte County Citizen's Advisory Committee, which is a conflict.

**BUSINESS FROM THE FLOOR** - None

**ADJOURNMENT** - Chair Moran adjourned the meeting at 6:05 p.m. The Commission will adjourn to its regular adjourned meeting of November 28, 2006, at 4:30 p.m. in Conference Room 1 of the Chico Municipal Center building located at 421 Main Street, Chico, California. (Chair Moran would like to reserve a possible date of October 24 at 4:00 p.m. to call a special meeting if needed).