



**AIRPORT COMMISSION AGENDA
REGULAR MEETING
City Council Chamber
421 Main Street
Chico, CA 95928
July 26, 2022
6:00 p.m.**

**COPIES OF THIS AGENDA
ARE AVAILABLE FOR
REVIEW IN THE:**

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

Agenda available online at:
www.chico.ca.us

AIRPORT COMMISSION

Martin Nichols, Chair
Linda MacMichael, Vice-Chair
Mike Antolock
Thomas Nolan-Gosling
Marc Breckenridge

PUBLIC PARTICIPATION:

PUBLIC PARTICIPATION: This meeting is being conducted in accordance with Executive Order N-29-20. The public may view the meeting on Comcast Channel 11.

Due to the COVID-19 pandemic, the public shall have an opportunity to address the Airport Commission by email, on any item described in the agenda before or during consideration of that item. (Government Code § 54954.3(a)). The Airport Commission is prohibited by law from considering any other business at this meeting.

Public comment will also be accepted by email with the subject line PUBLIC COMMENT ITEM _____, sent to airportpubliccomments@chicoca.gov before the meeting. The public is encouraged not to send more than one email per item and not to comment on numerous items in one email.

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1 **CALL TO ORDER**

1.2 **PLEDGE OF ALLEGIANCE**

1.3 **ROLL CALL**

2. **CONSENT AGENDA**

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

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

Approve minutes of the Regular Airport Commission meeting on April 26, 2022 (Attachment 1).

3. **ITEMS REMOVED FROM CONSENT AGENDA** (if any)

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

5. **CLOSED SESSION** – None

6. **REGULAR AGENDA**

6.1 **CITY MANAGER INTRODUCTION**

The new City Manager, Mark Sorensen, will be introduced to the Commission.

6.2 **BUDGET UPDATE**

Interim Administrator Services Director, Barbara Martin, to present a quick budget update on Airport Fund 856.

6.3 **CONSIDERATION OF REQUEST FOR EXECUTION OF LEASE OF REAL PROPERTY**

The Commission will consider a request to execute a Lease of Real Property at the Chico Municipal Airport at 150 Airpark Blvd, Suite 200.

Recommendation: The Airport Manager recommends approval of the following Minute Order:

6.3.1 **Minute Order 02-22** authorizing the City Manager to execute a Lease of Real Property at the Chico Municipal Airport (City of Chico/U.S. Government) located at 150 Airpark Blvd, Suite 200 (Attachment 2).

6.4 **AIR SERVICE DEVELOPMENT**

Airport Manager to provide an update on the air service development progression.

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.

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**

8.1.1

- 2022 Jump Start Air Service Development Conference
- FAA Inspection
- Butte County Fair Booth
- Cohasset Road Project

- Lease Updates
- Airport Improvements
- Runway 13L/31R Rehab
- City Lot at Cohasset & Eaton

8.2 **AIRPORT COMMISSIONER REPORTS**

Commissioners will report on airport related items that have been addressed by their assigned committee, commission or association since the April 26, 2022 Airport Commission meeting (if any).

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

9. **ADJOURNMENT**

Adjourn to a Regular Airport Commission meeting on October 25, 2022 at 6:00 p.m. in the City Council Chambers located at 421 Main Street, Chico, CA.



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

POSTED: 7/22/2022





**AIRPORT COMMISSION MINUTES
REGULAR MEETING
City Council Chamber
421 Main Street
Chico, CA 95928
April 26, 2022
6:00 p.m.**

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AIRPORT COMMISSION

Martin Nichols, Chair
Linda MacMichael, Vice-Chair
Mike Antolock
Thomas Nolan-Gosling
Marc Breckenridge

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1 **CALL TO ORDER**

Called to order by Chair Nichols at 6:01 p.m.

1.2 **PLEDGE OF ALLEGIANCE**

1.3 **ROLL CALL**

Present: Nichols, Antolock, Nolan-Gosling, Breckenridge
Absent: MacMichael

2. **CONSENT AGENDA**

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

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

Approve minutes of the Regular Airport Commission meeting on January 25, 2022. (Attachment 1)

A motion was made by Commissioner Nolan-Gosling to approve the January 25, 2022 minutes. The motion was seconded by Commissioner Breckenridge.

Motion carried and passed 4-0 as follows:

AYES: Nolan-Gosling, Breckenridge, Nichols, Antolock

NOES: None

ABSENT: MacMichael

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

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

5. **CLOSED SESSION** – None

6. **REGULAR AGENDA**

6.1 **CONSIDERATION OF REQUEST FOR EXECUTION OF LEASE OF REAL PROPERTY**

The Commission considered a request to execute a Lease of Real Property at the Chico Municipal Airport. In accordance with the AP&P 90-16, the lease needs to be reviewed and approved by the Commission prior to the execution.

Recommendation: The Airport Manager recommended approval of the Minute Order 01-22 that authorizes the City Manager to execute the Lease of Real Property at the Chico Municipal Airport (City of Chico/Spelts Wealth Management, Inc.) located at 100 Lockheed.

A motion was made by Commissioner Nolan-Gosling to approve the execution of the Lease of Real Property. The motion was seconded by Commissioner Breckenridge.

Motion carried and passed 4-0 as follows:

AYES: Nolan-Gosling, Breckenridge, Nichols, Antolock

NOES: None

ABSENT: MacMichael

6.2 **APPOINT ALTERNATE FOR AIR SERVICE DEVELOPMENT COMMITTEE MEETINGS**

Commission to appoint and approve an alternate to attend Air Service Development Committee Meetings if assigned Commissioner is unable to attend.

A motion was made by Commissioner Breckenridge to appoint an alternate. The motion was not seconded, therefore it was not considered by the Commission.

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.

Norm Rosene addressed the Commission.

8. **REPORTS AND COMMUNICATION**

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

ATTACHMENT 1

8.1 **AIRPORT MANAGER REPORTS**

Verbal Report from Airport Manager, Tom Bahr

- Air Service Development
- Taxiway A Project
- Cohasset Road Project
- Events - Run the Runway & Chico Airport Fly-In
- Routine Leases - B-7 (Burghardt to Schooler)
- Lease Updates - Tri Counties Bank
- BIL ACIP
- UAS Emergency Response Plan
- 13L/31R Rehab Pre-Design Engineering Study
- Budget Report

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

9. **ADJOURNMENT**

The meeting adjourned at 7:42pm to a Regular Airport Commission meeting on July 26, 2022 at 6:00 p.m. in the City Council Chambers located at 421 Main Street, Chico, CA.

CITY OF CHICO
AIRPORT COMMISSION MINUTE ORDER NO. 02-22

SUBJECT: AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE A LEASE OF REAL PROPERTY AT THE CHICO MUNICIPAL AIRPORT (CITY OF CHICO/U.S. GOVERNMENT) FOR 150 AIRPARK BLVD

EXPLANATION PROVIDED BY: Airport Manager

Initials (*TB*)

1. In August 2021, the US Forest Service notified the City they were looking for a new space to lease and were interested if we had available space at the Chico Airport. The smaller office space at 150 Airpark Blvd, Suite 200 was available, and the US Forest Service decided to work with the City on a lease for the space.

On June 1, 2022, an Agreement for the lease of Suite 200 was initiated. In addition to the 358 square feet of office space and storage, parking space for two vehicles is included.

2. The lease with the U.S. Government has an initial one (1) year term with the option to extend the lease for additional 1-year periods. The rent will be based on current terminal rental rates and will be \$1,100 per month, and the City has the option to annually renegotiate the rent.

RECOMMENDATION: Airport Manager

Initials (*TB*)

It is recommended that the Airport Commission approve this Minute Order and authorize the City Manager to execute this Lease of Real Property at the Chico Municipal Airport (City of Chico/U.S. GOVERNMENT) at 150 Airpark Blvd, Suite 200.

AIRPORT MANAGER:

Initials (*TB*)

AIRPORT COMMISSION (MEETING OF 07/26/22)

I hereby certify that the Airport Commission took the following action on this Minute Order:

Approved Other (explain below)

Tom Bahr, Airport Manager

CERTIFICATION

I hereby certify that the above is a true and correct copy of the original Minute Order on file in the office of the Airport Manager.

Tom Bahr, Airport Manager

DISTRIBUTION

Preliminary:

Final: