



AIRPORT COMMISSION MINUTES
REGULAR MEETING
Januray 29, 2019
6:00 p.m.

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

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AIRPORT COMMISSION

Thomas Nolan-Gosling, Chair
Mike Antolock, Vice-Chair
BT Chapman
Thomas Kozik

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1. **PLEDGE OF ALLEGIANCE**

1.2. **CALL TO ORDER** – 6:00 pm

1.3. **ROLL CALL**

Present: Nolan-Gosling, Antolock, Chapman, Kozik
Absent: None

2. **CONSENT AGENDA**

A motion was made by Chapman and seconded by Kozik to approve the Consent Agenda as read.

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

Approved - minutes of the Regular Airport Commission meeting of October 30, 2018.

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

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

5. **REGULAR AGENDA**

5.1 **CHICO AIR MUSEUM ANNUAL REPORT – VERBAL REPORT**

Brian Baldrige - President

5.2. **CAMP FIRE UPDATE – VERBAL REPORT**

Erik Gustafson, Public Works Director – O&M

5.3. **CONSIDERATION OF REVERSION TRANSITION PLAN**

Discussion was held with comments from Dan Jay, Chad Parker, Mike Coen, James Schlund, Tom Aylward, Stan Gunzl. The Airport Commission requested that staff schedule a Special Meeting of the Airport Commission near the end of March 2019 for discussion and action on this item.

5.4. **CONSIDERATION OF STANDARD AIRPORT LEASE**

Discussion was held. The Airport Commission asked that staff return to the April 30, 2019 meeting with the draft lease and public comments.

5.5. **COMMERCIAL AIR SERVICE/TRAVEL BANK – VERBAL UPDATE**

JetChico member Greg Sanger gave a short presentation on the Minimum Revenue Guarantee Program, Standard Airline Service Incentive Package.

6. **BUSINESS FROM THE FLOOR**

Lisa Johnson commented on traffic and parking at the airport and surrounding industrial park and Cohasset Road.

7. **REPORTS AND COMMUNICATION**

The following reports and communication items were provided for the Commission's information.

7.1 Northgate Aviation – Verbal Report (Postponed)

7.2 Enloe Medical Center and Harold Schooler Airport Ground Lease Verbal Update – Sherry Miller, Airport Manager
Comments given by Harold Schooler. Action taken: Airport Commission requested that staff schedule a Special Meeting of the Airport Commission for Tuesday, February 26, 2019 at 6:00 pm to discuss and take action regarding the expiring lease for Harold L. Schooler and Katherine E. Schooler, Trustees of The Schooler Family Trust.

7.3 Budget Monitoring Report – Sherry Miller, Airport Manager

7.4 Airport Manager Verbal Update – Sherry Miller, Airport Manager

7.5 Airport Commission Reports:

- a. Finance Committee – Chapman – Report given.
- b. Internal Affairs Committee – Nolan-Gosling – None.
- c. North Valley Aviation Association (NVAA) – Kozik, Antolock – None.

8. **ADJOURNMENT**

Adjourned at 9:07 pm to a Special Airport Commission meeting to be held in the City Council Chamber located at 421 Main Street, Chico, California on February 26, 2019 at 6:00 pm.

Date Approved: April 30, 2019

Sherry Miller

Sherry Miller
Airport Manager



AIRPORT COMMISSION MINUTES

SPECIAL MEETING
February 26, 2019
6:00 p.m.

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AIRPORT COMMISSION

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

1. **CALL TO ORDER**

1.1. **PLEDGE OF ALLEGIANCE**

1.2. **SWEARING IN OF AIRPORT COMMISSIONERS**

- Mike Antolock
- Linda MacMichael
- Martin Nichols
- Thomas Nolan-Gosling

1.3. **ROLL CALL**

1.4. **SELECTION OF CHAIR AND VICE CHAIR**

Commissioner Nichols moved to postpone selection of Chair and Vice Chair to the next regular meeting on April 30, 2019. Commissioner MacMichael seconded the motion. The motion passed unanimously.

2. **SPECIAL AGENDA**

2.1. **CLOSED SESSION** – Commission recessed to Closed Session in Conference Room 2 at 6:10 pm.

2.2. **REAL PROPERTY NEGOTIATIONS** – Pursuant to Gov. Code Sec. 54956.8: to consider the price and terms of a leasehold interest at Chico Airport at 100 Piper.

Lessee: Harold Schooler, The Schooler Family Trust;
City Negotiator: Sherry Miller, Airport Manager

2.3. **RECONVENED FROM CLOSED SESSION** - Commission reconvened from Closed Session in Conference Room 2 at 7:10 pm.

2.4. **CLOSED SESSION ANNOUNCEMENT** – Item 2.2 was not concluded. The Airport Commission reconvened to Item 2.6 to resume discussion.

2.5. **CONSIDERATION OF REQUEST TO EXTEND EXISTING LEASE – THE SCHOOLER FAMILY TRUST**

The Airport Commission is asked to approve one of the following options regarding the expiring current lease at 100 Piper with the Schooler Family Trust:

- A. Approve a ten-year extension (to expire February 2029) pursuant to Section 4.c of the current Ground Lease entered into January 1, 1989. (City of Chico/The Schooler Family Trust) (current term expiring February 28, 2019); or
- B. Approve a 90-day Lease Extension to allow staff and Schooler Family trust to negotiate alternative lease agreement; Direct staff to return with agreement at the July 30, 2019 Airport Commission Meeting. (see attachment 1 – Staff Report and attachment 2 – Amendment No. 3)

RECOMMENDATION – Approve a 60-day Lease Extension in order allow staff and Schooler Family trust to further negotiate mutually agreeable terms on a new lease and direct staff to return with a new agreement at the April 30, 2019 Airport Commission Meeting.

Commissioner MacMichael moved to approve a 60-day Lease Extension in order allow staff and Schooler Family trust to further negotiate mutually agreeable terms on a new lease and direct staff to return with a new agreement at the April 30, 2019 Airport Commission Meeting. Commissioner Nichols seconded the motion. The motion passed unanimously.

2.6 **CLOSED SESSION** – Commission recessed to Closed Session in Conference Room 2 at 7:33 pm.

CONFERENCE WITH LEGAL COUNSEL – POTENTIAL FOR LITIGATION - pursuant to Gov. Code Sec. 54956.9(d)(2): One item.

2.7. **RECONVENED FROM CLOSED SESSION** - Commission reconvened from Closed Session in Conference Room 2 at 8:28 pm

2.8. **CLOSED SESSION ANNOUNCEMENT** - None

3. **ADJOURNMENT**

Adjourned at 8:35 pm to a Regular Airport Commission meeting to be held in the City Council Chamber located at 421 Main Street, Chico, California on April 30, 2019 at 6:00 pm.

Date Approved: April 30, 2019

Sherry Miller

Sherry Miller
Airport Manager



AIRPORT COMMISSION MINUTES
REGULAR MEETING
April 30, 2019
6:00 p.m.

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AIRPORT COMMISSION

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

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1. **PLEDGE OF ALLEGIANCE**

1.2. **CALL TO ORDER** – 6:00 pm

1.3. **ROLL CALL**

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

2. **CONSENT AGENDA**

A motion was made by MacMichael and seconded by Nichols to approve the Consent Agenda as read.

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

Approve - minutes of the Regular Airport Commission meeting of January 29, 2019 and Special Airport Commission meeting of February 26, 2019.

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

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

5. **REGULAR AGENDA**

5.1 **ELECTION OF CHAIR AND VICE-CHAIR**

Pursuant to City of Chico Charter Section 1003, at the first regular meeting of each calendar year the Commission will elect one of its members to serve as presiding officer. This meeting was the first Regular meeting after the 2018 terms expired.

Nichols nominated Nolan-Gosling to be Chair. Chapman seconded the nomination. Nichols moved to elect Nolan-Gosling as Chair, MacMichael seconded the motion. The motion passed unanimously.

Chapman nominated Antolock to be Vice Chair. MacMichael seconded the nomination. A vote was taken and passed unanimously.

5.2 **BUDGET PRESENTATION** – Barbara Martin, Deputy Director, Finance.

Nichols moved to let City Council know that the Airport Commission supports the City Managers recommendation to appropriate \$100,000 in funding to the Airport's Minimum Revenue Guarantee Program, MacMichael seconded the motion. The motion passed unanimously.

- 5.3 **CLOSED SESSION** – Commission recessed to Closed Session in Conference Room 2 at 6:33 pm.

REAL PROPERTY NEGOTIATIONS – Pursuant to Gov. Code Sec. 54956.8: to consider the price and terms of a leasehold interest at Chico Airport at 100 Piper.

Lessee: Harold Schooler, The Schooler Family Trust;
City Negotiator: Sherry Miller, Airport Manager

- 5.4. **RECONVENE FROM CLOSED SESSION** - Commission reconvened from Closed Session in Conference Room 2 at 6:52 pm.

- 5.5. **CLOSED SESSION ANNOUNCEMENT** – No action taken.

- 5.6. **CONSIDERATION OF REQUEST TO EXTEND EXISTING LEASE – THE SCHOOLER FAMILY TRUST**

Consideration of an additional extension (Amendment No. 4) to continue negotiation of a new lease agreement; direct staff to return with agreement no later than the July 30, 2019 Airport Commission Meeting.

RECOMMENDATION – Approve Amendment No. 4 regarding 90-day extension to allow staff to return with a new agreement at the July 30, 2019 Airport Commission Meeting.

Antolock moved to approve staff recommendation, MacMichael seconded the motion. The motion passed unanimously.

- 5.7. **DISCUSSION/ASSIGNMENT OF COMMITTEE ASSIGNMENTS FOR 2019**

The following committee assignments were agreed to:

- A. Finance Committee - Chapman
- B. Internal Affairs Committee – Nolan-Gosling
- C. Butte County Airport Land Use Commission (ALUC) - Antolock
- D. North Valley Aviation Association (NVAA) - postponed
- E. JetChico – MacMichael, Nichols

- 5.8. **CAMP FIRE UPDATE – VERBAL REPORT**

Given by Erik Gustafson, Public Works Director – O&M

- 5.9. **CONSIDERATION OF LONG-TERM HANGAR TRANSITION PLAN**

At the Regular Airport Commission meeting held on January 30, 2019, the Airport Commission requested that staff return to the next meeting with a proposed Hangar Owner Long Term Transition Plan.

Recommendation: Staff recommends the Airport Commission continue to hone the reversion item in all Airport standard ground leases and provide staff direction regarding existing hangar tenants for a final determination at the July 30, 2019 Airport Commission meeting.

Comments: Dan Jay, Stan Gungl, Henry Roberson

Nolan-Gosling moved to approve staffs recommendation and to return to the July meeting with a Standard Lease and proposed Airport Leasing Policy, Nichols seconded the motion.

Ayes – Nolan-Gosling, Chapman, MacMichael, Nichols

Noes - Antolock

5.10. **CONSIDERATION OF STANDARD AIRPORT LEASE** – This item was discussed under 5.9.

5.11 **CONSIDERATION OF AIRPORT LEASING POLICY** – This item was discussed under 5.9.

6. **BUSINESS FROM THE FLOOR** – None.

7. **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.

7.1 Enloe Medical Center – Verbal Update
Sherry Miller, Airport Manager

7.2 Budget Monitoring Report – Provided Under Item 5.2
Sherry Miller, Airport Manager

7.3 Airport Manager Verbal Update including Air Service Development
Sherry Miller, Airport Manager

7.4 Airport Commission Reports:
Commissioners will report on airport related items that have been addressed by their assigned committee, commission or association since the last Airport Commission meeting (if any).
a. Finance Committee – Chapman
b. Internal Affairs Committee – Nolan-Gosling
c. North Valley Aviation Association (NVAA) – open
d. JetChico – Nichols, MacMichael

8. **ADJOURNMENT**

Adjourned at 9:19 pm to a Regular Airport Commission meeting to be held in the City Council Chamber located at 421 Main Street, Chico, California on July 30, 2019 at 6:00 pm.

Date Approved: July 30, 2019

Sherry Miller

Sherry Miller
Airport Manager



AIRPORT COMMISSION MINUTES
REGULAR MEETING
July 30, 2019
6:00 p.m.

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BT Chapman
Linda MacMichael
Martin Nichols

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1. **PLEDGE OF ALLEGIANCE**

1.2. **CALL TO ORDER** – 6:00 pm

1.3. **ROLL CALL**

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

2. **CONSENT AGENDA**

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

Item pulled by Nolan-Gosling.

3. **ITEMS REMOVED FROM CONSENT AGENDA**

Item 2.1 was pulled by Nolan-Gosling to correct a typo on page 3. Date Approved: corrected to June 30, 2019. A motion was made by Nichols and seconded by Nichols to approve the Consent Agenda as amended.

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

5. **REGULAR AGENDA**

5.1. **REVENUE MEASURE – PRESENTATION**

Chris Constantin, Assistant City Manager

5.2. **CLOSED SESSION** – Commission recessed to Closed Session at 6:46 pm in Conference Room 2.

REAL PROPERTY NEGOTIATIONS – Pursuant to Gov. Code Sec. 54956.8: to consider the price and terms of a leasehold interest at Chico Airport at 100 Piper.

Lessee: Harold Schooler, The Schooler Family Trust;
City Negotiator: Sherry Miller, Airport Manager

5.3. **RECONVENE FROM CLOSED SESSION** – Commission to returned from Closed Session at 7:06 pm.

5.4. **CLOSED SESSION ANNOUNCEMENT** – No reportable action was taken.

5.5. **CONSIDERATION OF REQUEST TO EXTEND EXISTING LEASE – THE SCHOOLER FAMILY TRUST**

Comments from Harold Schooler.

Nichols moved to approve lease of real property at 100 Piper as written in amendment #5 with the understanding of section 2, lease rents of \$5,500 per year and with the understanding that the Commission does not intend to consider additional leases (at 100 Piper) to the Schooler Family Trust.

Motion was seconded by Chapman and passed unanimously.

5.6. **CONSIDERATION OF STANDARD AIRPORT LEASE** - Update Public Works Director, Erik Gustafson and Assistant City Attorney, Andrew Jared gave an update. It is expected that the new proposed lease will be made public by October 15, 2019 and will go before the Airport Commission on October 29, 2019.

5.7. **CONSIDERATION OF AIRPORT LEASING POLICY**

Erik Gustafson briefed the Commission and said that staff would return to the October meeting with the Leasing Policy and would subsequently bring it before the City Council.

Comments from Tom Aylward, Dan Jay, James Schlund, Thad Bettner, Stan Gungl.

5.8. **AIRPORT BRANDING**

Chair Nolan-Gosling created an ad-hoc committee of Antolock and Chapman to look further into Airport Branding.

6. **BUSINESS FROM THE FLOOR** – None.

7. **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.

7.1. Budget Monitoring Report provided
Sherry Miller, Airport Manager

7.2. Airport Manager Update

- Air Service Development
- Airport Logo and Tagline

7.3. Airport Commissioner Reports:

- A. Finance Committee – Chapman
- B. Internal Affairs Committee – Nolan-Gosling
- C. Butte County Airport Land Use Commission (ALUC) Alternate – Antolock
- D. North Valley Aviation Association (NVAA) – Nolan-Gosling assigned Antolock
- E. JetChico – Nichols, Chapman

8. **ADJOURNMENT**

Adjourned at 9:12 pm to a Regular Airport Commission meeting to be held on October 29, 2019, at 6:00 p.m. in the City Council Chamber located at 421 Main Street, Chico, California.

Date Approved: October 29, 2019

Sherry Miller

Sherry Miller
Airport Manager