

**ADJOURNED REGULAR MEETING
AIRPORT COMMISSION**

February 29, 2000

An adjourned regular meeting of the Airport Commission was held at 4:30 p.m. on Tuesday, February 29, 2000, in the Conference Room of the Chico Municipal Airport Terminal Building.

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

APPROVAL OF MINUTES - 1/25/00

The Commission was provided with copies of minutes for its meeting held on 1/25/00. A motion to approve the minutes was made by Commissioner Silva, seconded by Commissioner Bellin, and carried.

ITEM NOT ON THE AGENDA - ANNOUNCEMENT OF CHAMBER OF COMMERCE
INDUSTRIAL BARBEQUE

Chair Lucas invited Jim Goodwin, CEO of the Chico Chamber of Commerce, to start the meeting with his announcement.

Mr. Goodwin stated that each year the Chamber selects an industry to feature at the Industrial Barbeque, and this year they would like to honor the Chico Municipal Airport, the Airport Industrial Park, and aviation businesses. He stated the event will be on June 22 at the Silver Dollar Fairgrounds, and the Chamber would welcome participation from Commissioners and any and all businesses at the Airport and in the Industrial Park.

Mr. Goodwin also announced that beginning March 17 the Chamber will once again have an Aviation Committee, after it had been inactive for a couple of years. He stated that Brian Curtis is the Chair of the new committee, and that Bob Grierson has been invited to be a regular participant. He issued the invitation to Commissioners to participate, as well, with the first meeting to be March 17 at 6:00 p.m. in the Airport Conference Room.

CONSIDERATION OF PROPOSAL REGARDING ADDITIONAL T-HANGARS

The Airport Manager reviewed the proposal from Chico Aviation Services, Limited Partnership, a copy of which had been provided to the Commission, and his discussions with John and Gregg Taylor. He stated that they are interested in establishing permanent hangars at Chico, proposing to construct 17 Nunno hangars, 43' x 40', on a concrete pad, and with electrical service. He further stated that Chico had recently constructed new taxi lanes to facilitate future growth. He stated that at this point it is a very preliminary proposal, subject to additional negotiations and discussion. He stated that they are willing to invest their money into this project, and have requested a 50-year lease. He emphasized the

need for the Airport to be consistent, stating that Harold Schooler had a 40-year lease.

Airport Manager Grierson stated that Chico Aviation Services claims to have conducted its own survey concerning current vacancy/availability, as well as prevailing rental rates throughout the region. He stated that he is aware of approximately 15 aircraft permanently tied down on the ramp, perhaps representing potential tenants. He further stated that Ranchoero just built hangars and they are full. He also speculated that any marketing efforts done by Chico Aviation Services could benefit the Airport as a whole.

Brian Baldrige, North Valley Pilots Association, stated that Palo Alto has a 25-year waiting list for hangars.

Airport Manager Grierson reiterated that no action was requested from the Commission at this time, that this was strictly an information item.

DISCUSSION CONCERNING ITEMS TO DISCUSS WITH THE CITY COUNCIL ON 5/23/00

On 5/23/00, the City Council will meet with boards and commissions on issues they wish to discuss with the Council. Prior to this meeting, the Commission must submit the issues to be discussed. Chair Lucas requested this matter be discussed at the Commission's February meeting to come up with a preliminary list of issues.

Chair Lucas stated his desire to go before the Council just to let them know what a good job they did in hiring an Airport Manager, and perhaps to provide Council with an update on accomplishments and pending issues.

Commissioner Bellin asked if the Airport Manager had been keeping the Council updated, and Grierson replied that in November he gave them a 6-month status report. He stated that the second 6-month report would be very similar, stressing his outreach program working with businesses and tenants, and trying to make the system work better.

Commissioner Silva asked if the Airport Manager was in a position to request full-time staff, and Grierson replied that he was not in a position for such a request at this time. He stated that although the Airport revenue is up \$70,000 over last year (the source has not yet been determined), the Airport is not yet self sufficient. He stated that Administration is looking at restructuring Administrative Analyst Serl's position for when she retires in June.

Chair Lucas stated that he would like to see the Airport Manager prepare a 12-month plan for the Commission to review, and then take that forward to the Council on 5/23, when the Commission would show its support.

Commissioner Bellin agreed, and asked the Airport Manager to include a list of things he'd like to do, and the Commission will ask Council to support and facilitate them.

AIRPORT MANAGER UPDATES

The Airport Manager provided the Commission with updates on the following topics.

- a. Airport Land Use Commission meeting of 2/16/00.
Airport Manager Grierson stated that there were no Chico projects on the 2/16 agenda. He stated that a joint meeting of the Board of Supervisors and ALUC had been scheduled for 3/21 at 4:00 p.m. in the Board Chamber in Oroville. He stated he was not aware of any prepared agenda for this meeting, and that he had not been asked for any items. He encouraged attendance.

Chair Lucas stated that he would like to encourage any Airport supporter to attend to let the Board know of their interest.

- b. Airport Master Plan.
Airport Manager Grierson stated that there had been many internal discussions concerning the lack of a draft environmental report. He stated that after a meeting with the City Manager, Director of Public Works and Community Development Assistant, consultant Reinard Brandley had been told that if he was unable to complete the environmental work, the City would do it. He stated that the consultant has now submitted 2 segments, with the first received 1.5 weeks ago and now going through internal review, and that the second had just been received. Grierson stated that staff will quickly review and immediately return it to the consultant. He stated that the environmental work is progressing, adding that the consultant has a contractual time line of 13 months, but no penalties were included in the contract. In order to terminate the contract, the City would have to prove cause, but he is now 90% done. The other alternative would be to do it in-house.

Commissioner Silva stated that the Commission had asked for monthly reports — written monthly status reports — from the consultant.

Airport Manager Grierson stated that his understanding of the Commission's request was for monthly updates, not necessarily from the consultant, but from staff would be sufficient. He stated that he would look at the consultant's contract and see if it provides for monthly written reports from the consultant. He further stated that the last 4 chapters were expected this week.

In reply to a query from Chair Lucas, Airport Manager Grierson confirmed that the

Federal Aviation Administration (FAA) will be the lead agency on environmental legalities, in accordance with a letter from the Army Corps of Engineers dated 2/22. He stated that he and Community Development Assistant Clif Sellers would be meeting next month with Joe Rodriguez, Head Planner at FAA in Burlingame, and the project consultant.

- c. Airport Fee Schedule.
Airport Manager Grierson stated that on 2/1 this item was on the City Council agenda, but it was pulled by people in the audience then, some of whom were also at this meeting. He stated that he subsequently met with those people who had concerns. He stated that these are the people who live near the property and would like to have it for open space, cattle grazing, etc., with no structures and no large equipment in the area, just quiet enjoyment of the property. He stated it is going back to Council on 3/7 to seek Council approval to allow competitive bid.
- d. Chamber of Commerce Airport Committee.
This item was previously addressed by Jim Goodwin.
- e. Aircraft Overflight Warning Signs.
Airport Manager Grierson stated that as of 3:40 this afternoon, the signs had not yet been printed. According to Magoon Signs, they are awaiting raw materials for the signs, and have promised Public Works they will have them by the end of this week. He stated that he had been told the signs would cost \$45 each, and that he had requested 6 signs instead of the original 3. He further stated there had been no reply from the County regarding their signs.

Commissioner Silva expressed his intent to contact Magoon signs in an effort to speed the process.

BUSINESS FROM THE FLOOR:

1. Larry Wahl asked why the Industrial Barbeque was not to be held at the Airport, and Airport Manager Grierson replied that Pacific Flight Services had volunteered its hangar, but the Chamber of Commerce does not want to have to use portable toilets.
2. John Repanich, representing some of the people north of the Airport, stated that the neighbors had held at least one formal meeting and several discussions regarding use of the property formerly the emu site. He stated their belief that this is an opportunity to do something positive for the long term, and that if the neighbors, residents of property adjoining the Airport property, are the successful bidders for the property, they can provide security not possible under other uses. He further stated that the adjoining property owners could provide care. He stated that some of the problems the Commission

should be aware of include that cattle grazers are not willing to control the area, and that the cattle are not even there from approximately 5/15 to 9/15 each year, which is a particularly bad time for trespassers. He stated the neighbors are there year round and use the property for walking and for horseback riding during the off-cattle times. He stated their use would be compatible with cattle grazing. He stated they would be interested in a long-term lease of perhaps 5 years, with 5 or 6 renewal periods, with the right to sublease upon approval from the Airport Manager. He further stated that maintaining the fence would be a service to the City, and better done by the neighbors. He also stated that they had obtained some comparables to help establish market value, and these ranged from \$4 per acre to \$7.50 per acre per year. He stated they were thinking of \$6 per year for a year-round lease. He stated that fencing and water were issues for grazing cattle, and if the neighbors had the lease, they could sublease to cattle grazers and provide water from their own wells. They would further request that the City not hold them responsible for any nitrate problems which may have resulted from the emu operation on the site.

Airport Manager Grierson stated that if the Council approves the fee schedule change to allow for competitive bidding to lease the property, notices would be published in the newspaper and requests for proposal (RFP) would be sent to all known interested parties. He stated that the adjoining property owners neighborhood organization could present all that had just been stated in their proposal and it would be considered as set forth in the RFP.

3. Brian Baldridge, North Valley Pilots Association (NVPA), expressed appreciation to the Commission and the City for their efforts to get the warning signs up. He then stated that word would be spread throughout the NVPA urging attendance at the joint meeting of ALUC and the Board of Supervisors. He also stated that they are still seeking a director for the Chico Air Faire, and would appreciate any assistance anyone could give in getting the word out. One last thing, he stated that the projections for general aviation growth is 24% in the next 5 years.

REPORTS AND COMMUNICATIONS:

The Commission acknowledged receipt of the following:

Letter dated 2/14/00 from the Airport Manager to the Board of Supervisors regarding installation of aircraft overflight signage in compliance with CSA 87 conditions of adoption.

ADJOURNMENT: There being no further business, at 5:50 p.m. the Commission adjourned to Tuesday, March 28, 2000, 4:30 p.m. in the Chico Municipal Airport Terminal Building Conference Room, 150 Airpark Boulevard.

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Date Approved 4/25/00

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

**REGULAR MEETING
AIRPORT COMMISSION**

April 25, 2000

A regular meeting of the Airport Commission was held at 7:30 p.m. on Tuesday, April 25, 2000, in the Chico Municipal Center Council Chamber.

Present at roll call were Chair Lucas and Commissioners Bellin, Coggins, and Silva. Absent: Commissioner Sherwood. City Staff: Airport Manager Grierson, Management Analyst Herman and Administrative Analyst Serl.

APPROVAL OF MINUTES - 2/29/00

The Commission was provided with copies of minutes for its meeting held on 2/29/00. A motion to approve the minutes was made by Commissioner Silva, seconded by Commissioner Coggins and passed 4-0.

MINUTE ORDER NO. 1-00: RECOMMENDATION TO THE CHICO REDEVELOPMENT AGENCY CONCERNING THE SALE OF PROPERTY AT THE CHICO MUNICIPAL AIRPORT TO DAVID MERAZ, OWNER OF MERAZ & ASSOCIATES

Management Analyst Herman stated that Mr. Meraz currently owns a light manufacturing business that produces Corian® cutting boards and other kitchen products, and is interested in expanding his business to the Chico Municipal Airport. On 1/26/99, the Airport Commission recommended the sale of 0.5 acres located on Lockheed Avenue between Fortress and Marauder to Mr. Meraz. Since that time, Mr. Meraz has purchased equipment that has added another line of products, and in order to accommodate this additional manufacturing process, Mr. Meraz is now interested in purchasing a 1-acre parcel on Fortress Street north of Lockheed. The property is zoned A-M, Airport Manufacturing, and the proposed use is allowable in this zone. Mr. Meraz is proposing to construct an approximate 30,000 square foot building on the property, to include a larger manufacturing area, offices, and possibly a retail showroom in the future. Meraz & Associates currently has a staff of 6 full-time employees and anticipates hiring an additional 10 employees within the next 3 years. The sale price would be \$64,340, which is the 1998 appraised value of \$1.50 per square foot for the parcel. Mr. Meraz requested financial assistance at the 3/9/00 meeting of the Economic Development Committee, which will be recommended to the City Council for approval. The Airport Commission was being requested to make a recommendation on the sale of the property to the applicant for the proposed use and at the proposed sale price. The Airport Manager recommended approval of Minute Order No. 1-00.

Commissioner Silva questioned why the property had not been reappraised instead of selling it at the 1998 appraisal, and Management Analyst Herman replied that appraisals are very expensive, and it was her understanding that the general belief was that the property values had not increased sufficiently to warrant such an expense. She further stated that with the sale of the two parcels being considered

by the Commission at this meeting, all City-owned property on the east side of the Airport was either sold or optioned.

Mr. Meraz addressed the Commission with additional information about his products, and showed an example he had brought of his newest product line.

A motion by Commissioner Bellin to approve Minute Order No. 1-00 was seconded by Commissioner Silva and passed 4-0.

MINUTE ORDER NO. 2-00: RECOMMENDATION TO THE CHICO REDEVELOPMENT AGENCY CONCERNING THE SALE OF CHICO MUNICIPAL AIRPORT PROPERTY TO GERALD B. AND KATHLEEN K. ROBINSON OF CHROMEWORKS

Management Analyst Herman stated that Mr. and Mrs. Robinson own Chromeworks, a dental lab business currently located on East 9th Avenue in Chico, and they are interested in expanding and relocating their business to the Chico Municipal Airport. A copy of their letter of intent was attached to the Minute Order. They would like to purchase the 0.5 acre parcel located on Lockheed Avenue between Fortress and Marauder, previously approved for sale to Mr. Meraz, who now is seeking a 1-acre parcel. The property is zoned A-M, Airport Manufacturing, and the proposed use is allowable in this zone. The Robinsons are proposing to construct a building of approximately 5,000 square feet on the property. Chromeworks currently has a staff of 8 full-time employees and anticipates hiring an additional 45-50 employees within the next 5 years. The sale price would be \$32,670, which is the 1998 appraised value of \$1.50 per square foot for the parcel. The Airport Commission is being requested to make a recommendation on the sale of the property to the applicant for the proposed use and at the proposed sale price. The Airport Manager recommended approval of Minute Order No. 2-00.

Management Analyst Herman stated that the Robinsons will be seeking financial assistance from the Chico Redevelopment Agency, and their request will be considered for approval, and recommendation to the City Council, by the Economic Development Committee at its 5/10/00 meeting. She further stated that even though the Airport Commission does not have jurisdiction over financial incentives offered by the Redevelopment Agency, she wanted to explain that the assistance being requested by the Robinsons differs from that approved by the Committee for Mr. Meraz because the City Council's Economic Development Committee recently changed its policy. She stated that Mr. Meraz would receive a loan at 6% interest for a period of 30 years, with certain forgiveness for the creation of new jobs with a certain salary range, and that the new policy which would apply to the Robinsons' request provides for 8% loan for 25 years, but with similar forgiveness provisions.

Mr. Robinson addressed the Commission with additional information about the business, and stated that they do not do any chroming. He stated that the market for his dental products has been growing faster

than they can keep up with in their present location. He stated that he anticipated at least 27 employees within 6-7 years, and that the proposed 5,000 square foot building would be sufficient for up to 40 employees, with the industry standard being 125-135 square feet per person.

A motion by Commissioner Silva to approve Minute Order No. 2-00 was seconded by Commissioner Coggins and passed 4-0.

AIRPORT MANAGER UPDATES.

The Airport Manager provided the Commission with updates on the following topics.

Airport Land Use Commission meetings of 3/15/00, 4/3/00 and 4/19/00.

Airport Manager Grierson stated that ALUC had held two general meetings and one special meeting during the past two months. He stated that although no Chico projects were reviewed for consistency, the ALUC has released its draft Comprehensive Land Use Plan (CLUP) for public comment, and that Chico and Oroville requested an additional 60-day period to review and comment. He stated that ALUC granted the extension last week, with the extended period for public comment ending on June 9. A final draft should be released shortly thereafter.

Grierson stated that 3 committees have been created by ALUC to work with developers, City and County staffs to fine tune the CLUP to be fair and applicable. He stated it is ALUC's desire that this advance work will avoid an override.

Chair Lucas stated that it may be appropriate for this Commission to be involved with the issue of infill development.

The Airport Manager replied that Don Wallrich was selected last month by a caucus of the Mayors to succeed Bob Hennigan as their ALUC representative effective May 3. He stated that Commissioner Wallrich will be on the committee looking at zoning, and that if anyone were interested in working with the ALUC committee on this issue, to let Commissioner Wallrich know directly.

Grierson stated that the joint meeting of ALUC and the County Board of Supervisors was informational for both bodies, and allowed both to air some grievances.

Airport Master Plan.

Airport Manager Grierson stated that the City Traffic Engineer has reviewed and approved the traffic plan portion of the Master Plan.

Grierson stated that he had received the draft Airport Layout Plan (ALP). He stated this is the first one that has been created on a computer, as opposed to being hand drafted, which resulted in several detail type omissions, which will be corrected. He stated that as soon as comments are received from the Director of Public Works the ALP would be finalized.

The Airport Manager stated that the last portion of the draft Environmental Impact Report (EIR) to be completed is the assessment of impacts to special habitats and biological resources. The City's EIR consultant is awaiting baseline information from Foothill Associates Environmental Consultants, who conducted assessments at the airport and on adjacent lands affected by the Master Plan. That information should be provided by the end of this week or early next week, and a draft EIR should follow shortly. The Army Corps of Engineers, U.S. Fish and Wildlife Service and Federal Aviation Administration (FAA) are still working out the details for the FAA to become the lead agency with regard to environmental mitigations.

Grierson stated it was nearing time to reactivate the Technical Advisory Committee.

Economic development and construction projects at the Airport and Industrial Park.

Airport Manager Greirson stated that TFI moved into its new facility approximately 5 weeks ago. He stated that they are fully operational at this time. His offer to arrange a tour of the new facility for the Airport Commission was enthusiastically accepted.

Grierson stated that Transfer Flow has been laying pipe and grading the new site, but that he did not have a timetable for completion of construction.

Grierson stated that he had met with a food products manufacturer who is considering relocating his business to an existing facility in the industrial park, and that he had offered any assistance possible.

The Airport Manager stated that Jeff Day of Brady's Moving and Storage has started a new business called AIREX (Agricultural Industrial Residential Export and Import), a freight forwarder.

Jeff Day addressed the Commission with additional information about his new enterprise. He stated that he was introduced to international business about 3 years ago, and since then has been learning all he can about it before taking the plunge. He stated his belief in the great potential for this service to be provided by someone local. He further stated that he would be contacting other businesses at the Airport, and that could be the cornerstone of starting an Airport area business association. He also stated that eventually this new business could take advantage of the Foreign Trade Zone status.

Commissioner Bellin wished Mr. Day well in his new endeavor, and stated her belief that an organization of the businesses in the Airport Industrial Park would be a good thing, and is something she has long advocated.

Chair Lucas requested that the Airport Manager find out exactly how to go about establishing a recognized association of the Airport businesses, what legalities are required, what funding would be required and where it could come from, etc. He and Commissioner Bellin stated they would be interested in working with the Airport Manager and Airport businesses to get an organization established.

As the final item under this category, Airport Manager Grierson stated that negotiations are completed with the prospective tenant who will build a complex of T-Hangars in the south hangar area. He stated that this would probably be on the agenda for the Commission's May meeting.

BUSINESS FROM THE FLOOR:

Airport Manager Grierson stated that he had a few more miscellaneous updates.

The Airport Manager informed the Commission that the FAA Part 139 Certification and Safety Inspection was completed on April 19 with no discrepancies, and that the Commission had been given a copy of inspector Thompson's report.

Chair Lucas stated he had read the report, which included praise for the work being done by Jesse Smyth, the City's Airport Field Supervisor. Chair Lucas stated he wanted to add, for himself and the entire Commission, appreciation to Jesse for his professional attitude and care of the Airfield.

Grierson stated that the Terminal Parking Lot expansion project is out to bid, with the expectation that it will be under way in mid-May.

Grierson stated that the Chamber of Commerce Annual Industrial BBQ is scheduled for 5:00 p.m. on June 23, 2000, at the Pacific Flight Services Hangar. The theme will be honoring the Chico Airport and the businesses located there, as well as aviation.

Airport Manager Grierson stated that in following up on requests from some Commissioners, he had been looking into airports for them to visit, and has identified Eureka, Stockton (if they are successful in getting America West), Santa Maria, Monterey, and Ventura.

ADJOURNMENT: There being no further business, at 8:30 p.m. the Commission adjourned to Tuesday, May 23, 2000, to meet with the City Council at a time to be announced by the City Council, after which the Commission will adjourn to Tuesday, May 30, 2000, at 4:30 p.m. in the Conference Room of the Airport Terminal Building, 150 Airpark Boulevard.

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

**ADJOURNED MEETING
AIRPORT COMMISSION**

May 23, 2000

An Adjourned Meeting of the Airport Commission was held at 9:30 p.m. on Tuesday, May 23, 2000, in the Chico Municipal Center, Conference Room No. 1.

Present at roll call were Chair Lucas and Commissioners Bellin, Coggins, Sherwood, and Silva. City Staff: Airport Manager Grierson.

The Commission met with the City Council to discuss possible revisions to Chico Municipal Airport revenue structure and memorandum from the Airport Manager dated 5/10/00. Minutes from this meeting will be in the City Council minute book.

ADJOURNMENT.

The Commission adjourned to June 6, 2000, at 12:00 Noon, in the Engineering Conference Room, 2nd floor of the Municipal Building, 411 Main Street.

Date Approved: June 6, 2000

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

**SPECIAL MEETING
AIRPORT COMMISSION**

May 23, 2000

A Special Meeting of the Airport Commission was held at 9:00 p.m. on Tuesday, May 23, 2000, in the Chico Municipal Center, Conference Room No. 2.

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

The Special Meeting was called to consider the following item:

MINUTE ORDER NO. 3-00 - RECOMMENDATION TO THE CITY COUNCIL THAT IT APPROVE A GRANT OF EASEMENT TO PACIFIC BELL AT THE NORTHEAST CORNER OF AIRPARK BOULEVARD AND MARAUDER STREET.

At the meeting, Commissioners were provided with a copy of Minute Order No. 3-00, which will grant an easement to Pacific Bell for the installation of a utility cabinet near the existing ones at the northeast corner of Airpark Boulevard and Marauder Street. The installation of the additional utility cabinet will be in connection with a project approved by Pacific Bell to extend fiber optic services to the businesses at the Airport. The City has no plans for future development of the property requested. In exchange for a grant of easement, the City will require Pacific Bell to install additional irrigation and landscaping compatible with the existing landscaping and meeting City approval. Additionally, Pacific Bell will be responsible for any recording fees or title costs required in connection with this conveyance. The Airport Manager recommended approval of Minute Order No. 3-00.

Mike Byrd of Rolls Anderson Rolls engineering firm, representing Pacific Bell, was at the meeting to answer any questions from the Commission.

A motion by Commissioner Bellin to approve Minute Order No. 3-00 was seconded by Commissioner Coggins and passed with a vote of 4-0.

ADJOURNMENT.

The Commission adjourned to 9:30 p.m. in Conference Room No. 1 to meet with the City Council.

Date Approved June 6, 2000

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

**ADJOURNED MEETING
AIRPORT COMMISSION**

June 6, 2000

An adjourned meeting of the Airport Commission was held at 12:00 noon on Tuesday, June 6, 2000, in the Engineering Conference Room of the Chico Municipal Center.

Present at roll call were Chair Lucas and Commissioners Bellin, Coggins, and Sherwood. Absent: Commissioner Silva. City Staff: Airport Manager Grierson, Management Analyst Herman, Principal Planner Figge, Assistant Planner Hanson and Administrative Analyst Main.

APPROVAL OF MINUTES - 4/25/00 and 5/23/00

The Commission was provided with copies of minutes for its meeting held on 4/25/00 and 5/23/00. A motion to approve the minutes was made by Commissioner Bellin, seconded by Commissioner Coggins and passed 4-0.

Commissioner Coggins noted that item number 4.5 of the agenda refers to Transfer Flow International and should be corrected to read Transfer Flow, Inc.

HEARING ON USE PERMIT (SLATER LAND INC.) 265/275 AIRPARK BOULEVARD

Assistant Planner Hanson reported that Slater Land Inc. is requesting a use permit to allow the reduction of the building and parking lot setback for a proposed technology center on property located at 265/275 Airpark Boulevard. Slater Land Inc. is in the process of purchasing the property from the City contingent upon the development of this project. He noted that the project is comprised of two buildings of approximately 20,000 square feet each fronting Airpark Boulevard. In accordance with Section 19.48.060, Table 4-11 of the Land Use and Development Regulations, Airpark Boulevard is the only street within the Airport that requires all buildings to front on that street.

Hanson noted that the Airport Architectural Review Committee approved the design and development of the project on February 2, 2000. The two buildings are designed with a portion of the pedestrian entrance within the Airpark Boulevard right-of-way which will require a City grant of license or modification to the site plan. Portions of the front walls of the buildings are proposed to encroach ten feet into the required 20-foot building setback area. In addition to the buildings, the proposed parking area on the east side of the project is located 5.5 feet from the Airpark Boulevard right-of-way.

Because the setback issues were not included in the purchase agreement, Hanson stated that the applicant has submitted a use permit application for relief from the building and parking lot setback regulations. Hanson noted that the land use regulations for the Airport districts stipulate no parking within front setback areas less than 40 feet in depth and no less than 10 feet from the right-of-way. The project design proposes parking to be 5.5 feet from the property line plus 15.5 feet between the property line and the back of the sidewalk for a total of 21 feet which is adequate for this use.

Hanson reported that in addition to the 10-foot setback proposed by the applicant, there is an additional 14 feet existing between the property line and the back of the sidewalk. The proposed setback is consistent with the existing delicatessen building currently located on Airpark Boulevard. Hanson noted that staff believes that the project provides an adequate landscape buffer between the building and the street.

With respect to environmental review, Hanson noted that this project is categorically exempt pursuant to the California Environmental Quality Act, Section 15305, Minor Setback Variances. He stated that it is his recommendation that the use permit be approved subject to the findings and conditions of approval contained in his staff report dated May 22, 2000.

Commissioner Coggins disqualified herself from discussion of this item.

In response to Commissioner Bellin's question as to whether or not this use permit is just for reduction of the set back, Hanson replied that is correct.

Howard Slater was present at the meeting and displayed a map showing that the building will line up with the existing delicatessen located on Airpark Boulevard. Slater noted that the plan has previously been approved by the architectural review board.

In response to Paul Farsai's questions as to whether or not the entrance is on Airpark Boulevard, Slater stated yes.

A motion by Commissioner Bellin to approve the use permit subject to the findings and recommended conditions of approval was seconded by Commissioner Sherwood and passed 3-0 with 1 abstention.

MINUTE ORDER NO. 4-00 - AUTHORIZATION FOR THE AIRPORT MANAGER TO EXECUTE A LEASE WITH JAMES ROBINSON FOR SPACE IN THE TERMINAL BUILDING FOR A SNACK BAR

Airport Manager Grierson reported that in March he released a Request for Proposal for establishment of a snack bar at Chico Municipal Airport. At present there are vending machines available selling a variety of food and beverage items. Grierson noted that he has been advised by travelers, and others, that a snack bar would be well received. The successful proposal was received from James Robinson for lease of the approximate 77.5 square foot space in the terminal area where the existing vending machines are located. As rental of the space, Mr. Robinson will pay the City 10% of his gross revenues from the snack concession. In addition, he will pay for the remodeling of the space to be leased. The lease term will be for five years.

In response to Commissioner Sherwood's question as to what service will be available when the snack bar is not open, Mr. Robinson stated that he is considering providing a self-service set up.

In response to Commissioner Sherwood's question as to the amount of money received each year from the vending machines, Grierson stated that the City received about \$780 this past year.

In response to Commissioner Bellin's question whether the agreement would require that in the event the business fails everything would be returned to its original condition, Airport Manager Bob Grierson stated that the agreement would state that it would be at the request of the City, but more than likely the City would want the improvements to be left in place. Commissioner Bellin asked if there is a deposit required and if there will be a monitoring system in place. Airport Manager Grierson stated that the deposit is \$2000 which will be returned to Mr. Robinson once he takes possession of the property, and that the lease will have a clause which provides for periodic reviews of the business by the Airport Manager.

In response to Commissioner Coggins' question as to whether or not liability insurance would be required, Airport Manager Grierson indicated that the insurance requirements would be the City's standard insurance requirements including one million dollars general liability.

In response to Commissioner Sherwood's questions as to how many hours of the day the snack bar will be open and how many people will be staffing it, Mr. Robinson stated that it will be open before the first flight in the morning until the last flight at night, but may not be open when flights are not arriving or departing. Mr. Robinson will be the only person staffing the snack bar in the beginning.

In response to Chair Lucas' question as to when the snack bar will be up and running, Mr. Robinson estimated that it would be around the middle of July, depending on the permit process.

A motion by Commissioner Coggins to approve Minute Order No. 4-00 was seconded by Commissioner Sherwood and passed 4-0.

**MINUTE ORDER NO. 5-00 - RECOMMENDATION THAT THE CITY COUNCIL
AUTHORIZE THE AIRPORT MANAGER TO EXECUTE A LEASE WITH JOHN
REPANICH FOR THE NORTH CLEAR ZONE**

Airport Manager Grierson stated that a request for proposal had been sent out for lease of approximately 93 acres in the north clear zone. The best proposal in terms of security, revenue and overall use came from John Repanich. Mr. Repanich noted that he submitted the proposal on behalf of the Airport North Clear Zone Adjacent Property Owner's Association. He noted that if they are selected as the lessor, they will finalize the formation of the property owner's association and select its officers to conduct business. Airport Manager Grierson stated that the lease term will be for five years with three five-year mutual extension options. The initial rent will be \$750 per year, and adjusted by the Consumer Price Index annually.

In response to Commissioner Coggins' question as to what the property owner's association intends to

do with the land, Mr. Repanich indicated that for the most part it will be left open to be used by the adjacent property owners as walking trails or for horseback riding. Commissioner Coggins asked what will happen if one of the property owners sells their property, and Mr. Repanich indicated that this would be included in and made a part of the property owner's agreement.

In response to Commissioner Bellin's question as to whether or not they intend to post signs, Mr. Repanich stated that it would be necessary because of problems they have experienced with motorcycle riders that use this area frequently.

Chair Lucas stated that the City Attorney should review the property owner's association agreement to make sure that it is satisfactory.

Mr. Repanich stated that he did not realize that City Council approval would be required to enter into a lease that exceeds 15 years. Commissioner Bellin indicated that Mr. Repanich could amend his proposal so that the lease term could be changed to a term not to exceed 15 years, and Mr. Repanich was agreeable to this.

A motion by Commissioner Coggins to approve Minute Order No. 5-00 with the stipulation that the lease will be for a term not to exceed 15 years, and that the property owner's association agreement will be reviewed and approved by the City Attorney was seconded by Commissioner Sherwood and passed 4-0.

MINUTE ORDER NO. 6-00 - RECOMMENDATION THAT THE CITY COUNCIL AUTHORIZE THE AIRPORT MANAGER TO EXECUTE A LEASE WITH CHICO AVIATION SERVICES LIMITED PARTNERSHIP FOR A PORTION OF PAD 'E' IN THE HANGAR AREA AT THE CHICO MUNICIPAL AIRPORT

Airport Manager Grierson reported that he had been approached by Gregg Taylor and John Taylor with a proposal to build 17 permanent T-hangars on pad E at the airport. The initial term of the lease would be 35 years with the option of one five-year extension. The initial lease rate of \$0.24 per square foot would be adjusted at 5-year intervals in accordance with the Consumer Price Index. Because the lease term exceeds 15 years, City Council approval will be required.

In response to Commissioner Coggins' questions as to whether or not these T-hangars will have electricity, and how much of a demand is anticipated for the T-hangars, Gregg Taylor responded that each of the T-hangars will have electricity and cement floors which are very important to the pilots. He stated that John Taylor and he are part of a team that is involved in a number of hangar projects at various airports. They are looking to see if there would be an interest, and one of the numbers they would be looking at would be the cost of pulling electricity. Stan Gungl indicated that he has 13 hangars for lease at the airport and he has a hard time keeping his hangars rented.

Chair Lucas said that from his perspective the City would stand to gain some very professional hangars

at no risk to the City. Charlie Eisley from Aero Union noted that they have a group of hangars that are seldom fully rented, and that power is available. Mr. Eisley asked what size the hangars would be, and Mr. Taylor responded that the first phase of 15 hangars would be 45' x 40'.

After a brief discussion, a motion by Commissioner Bellin to approve Minute Order No. 6-00, with the condition that there will be a one year time period to pull permits and have all of the preliminary work completed, was seconded by Commissioner Coggins and passed 4-0.

MINUTE ORDER NO. 7-00 - RECOMMENDATION THAT THE CITY COUNCIL APPROVE A GRANT OF EASEMENT TO CALIFORNIA WATER SERVICE COMPANY AT 1445 FORTRESS STREET

Mark Farwalter was present to represent Transfer Flow, Inc. Mr. Farwalter noted that Transfer Flow, Inc. is developing 1445 Fortress Street and requires water service to be extended from Ryan Avenue in order to provide adequate water facilities for this project.

After a brief discussion, a motion by Commissioner Bellin to approve Minute Order No. 7-00 was seconded by Commissioner Sherwood and passed 4-0.

Chair Lucas left the meeting at 12:50 p.m.

AIRPORT MANAGER UPDATES

The Airport Manager provided the Commission with updates on the following topics.

Airport Land Use Commission meetings of 5/17/00

Airport Manager Grierson reported that ALUC reviewed one project that was in proximity to the Chico Municipal Airport. The project consisted of approval of a tentative subdivision map to create 34 parcels on approximately 48.5 acres with an approximately 8-acre riparian buffer zone parcel on the south side of the development. The property is located on the east side of Garner Lane. Six to eight of the proposed parcels for development were outside the authorized level which is restricted to four parcels per acre. The plan was rejected as being inconsistent.

In response to Commissioner Bellin's question as to who the developer is, Grierson answered Steve Shuster. He noted that if the new land use plan is adopted as presently released, this development should not be a problem.

Grierson reported that the public comment period for the draft Comprehensive Land Use Plan (CLUP) has been extended to June 9, 2000. The consultant will likely come back with some revisions in July, and in August there will be another request for public comment, with approval expected in September or October. In response to Commissioner Coggins' question regarding the environmental impact, Grierson noted that ALUC believes it does not have the authority to

initiate a project, therefore are not required to conduct an environmental impact report.

Airport Master Plan.

Grierson reported that Public Works has finished the review of the airport layout plan and has submitted comments. Grierson stated that he met with Reinard Brandley yesterday and discussed the plan status provided with a map of all impacted areas showing meadow foam and vernal pools, but the text has not yet been prepared.

Commissioner Coggins asked if the master plan requires environmental review, and Grierson stated yes.

BUSINESS FROM THE FLOOR:

Paul Farsai asked if the extension of the parking lot is part of the Airport Master Plan, and Grierson stated no, the parking lot extension is to be underway this summer. Farsai commented that a lot of people are parking in the street.

Brian Baldrige of the North Valley Pilot's Association (NVPA) asked about the status of the aircraft overflight warning signs, and Grierson stated that the cost per sign is \$500 for a sign that is 45' x 36'. He noted that he is requesting three signs.

In response to Mr. Baldrige's question as to whether or not the six small warning signs will stay where they are, Grierson indicated that they may be relocated or retired.

Grierson stated that tickets for the June 23 Industrial Barbecue can be purchased at the Chamber of Commerce or from Patty at the airport.

ADJOURNMENT: The meeting was adjourned at 1:05 p.m. to the Adjourned Regular Meeting of June 27, 2000 at 4:30 p.m. in the Conference Room of the Chico Municipal Airport Terminal Building.

Date Approved: 7/25/00

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

**REGULAR MEETING
AIRPORT COMMISSION**

July 25, 2000

A regular meeting of the Airport Commission was held at 7:30 p.m. on Tuesday, July 25, 2000, in Conference Room 1 of the Chico Municipal Center.

Present at roll call were Chair Lucas and Commissioners Bellin, Coggins, and Sherwood. Absent: Commissioner Silva. City Staff: Airport Manager Grierson, Senior Development Engineer McKinley and Administrative Analyst Main.

APPROVAL OF MINUTES - 6-6-00

The Commission was provided with copies of minutes for its meeting held on 6-6-00. A motion to approve the minutes was made by Commissioner Coggins, seconded by Commissioner Bellin and passed 4-0.

**RESOLUTION OF THE AIRPORT COMMISSION OF THE CITY OF CHICO
RECOMMENDING GRANT OF LICENSE FOR ENCROACHMENT OF POWER AND
COMMUNICATION CONDUITS IN MARAUDER STREET PUBLIC RIGHT OF WAY
AT THE CHICO MUNICIPAL AIRPORT (FLEETWOOD ENTERPRISES, INC.)**

Airport Manager Grierson noted that Senior Development Engineer Fritz McKinley is present to answer any questions the Commission might have regarding the resolution.

Senior Development Engineer Fritz McKinley stated that Fleetwood Enterprises, Inc. has applied for a grant of license for encroachment of power and communication conduits in the Marauder Street public right-of-way. He referred to a display map of the Fleetwood facility to point out for the Commission where the installation of the power and communication conduits would be located. McKinley noted that a resolution of the Airport Commission recommending this grant of license is required by the Chico Municipal Code.

In response to Commissioner Bellin's question as to whether or not they will need to tear up the street to do the installation, McKinley stated that it would be an open cut and they would use a standard City of Chico patch.

In response to Commissioner Coggins' question as to whether the conduit will be visible, McKinley stated yes, but that it would not be very noticeable.

McKinley showed the Commission where the public parking area will be in relation to the scale house, and noted that there will be no improved parking in this area.

A motion to adopt the resolution by Commissioner Coggins was seconded by Commissioner Sherwood and passed 4 - 0.

AIRPORT MANAGER UPDATES

Airport Land Use Commission Meeting:

Airport Manager Grierson reported that since the last meeting of the Commission there have been two Airport Land Use Commission (ALUC) meetings, one on June 21 and the other on July 19. No Chico projects were reviewed by ALUC. The primary focus of these meetings has been to provide direction to the consultant that has been working on the draft Comprehensive Land Use Plan (CLUP). Grierson noted that the public comment period ended on June 9, 2000. The City of Chico and the County of Butte provided detailed recommendations, and ALUC has agreed to recommend many of the City's and County's suggestions. Grierson reported that Robert Harp, a Chico attorney, was appointed as a new member of ALUC.

Airport Master Plan:

Airport Manager Grierson reported that City staff has met with the FAA three times. City staff met with representatives from the FAA, the United States Fish & Wildlife Service (USFWS), the US Army Corp of Engineers (USACE), the California Department of Forestry (CDF), and Fish & Wildlife at Congressman Wally Herger's office on July 13 to work out some of the problems with the Master Plan and existing development. The Master Plan has been stalled due to the installation of the new t-hangar taxiways over a wetland area without a 404 permit. The USACE and the USFWS halted any movement on the west side, which also stalled the EDA grant application, and the north expansion of the ramp for CDF. Grierson noted that although the FAA was established by the USACE as the lead agency, the FAA is now saying that they are lead agency only for the projects that they fund.

Grierson stated that the focus of the July 13 meeting was threefold: 1) establish what it will take to finish the Master Plan, 2) Establish a lead agency for all airport projects, and 3) determine what the USFWS needs to allow development at the airport. It was determined that the Master Plan will be finished under CEQA while awaiting the environmental reports to satisfy the USFWS under NEPA. Based on the outcome of this meeting, Reinard Brandley was directed to discuss expansion of the CDF ramp to the north into Mud Creek, and the full 8700-foot runway extension, and to develop a proposal to reroute Mud Creek around the runway as opposed to the proposed box culvert.

In response to Commissioner Sherwood's question as to who pays for the studies, Grierson stated that the FAA will fund eligible projects.

In response to Commissioner Sherwood's question as to whether or not there is any precedence for rerouting streams, Chair Lucas stated that it has not happened in this area. Grierson noted that Fish & Wildlife seems supportive of this idea, because it protects the meadowfoam.

In response to Commissioner Coggins' question as to who would pay for rerouting of the stream, Grierson stated that it would be the FAA. He noted that the initial price from the consultant for trenching around the runway came in close to \$500,000.

Airport Market Survey:

Airport Manager Grierson reported that a Request for Proposal was sent out nationwide to do an

Airport Market Survey. Nine proposals have been received; eight were complete. Grierson stated that he has been working with a group of volunteers to narrow this group down to three qualified candidates. Selection from this group of three candidates is expected to occur tomorrow, at which point Grierson noted that he will be able to negotiate and enter into a contract.

In response to Commissioner Coggins' question as to whether or not there is money in the marketing budget for this, Grierson stated that the money will come from the professional services budget.

BUSINESS FROM THE FLOOR

Vic Alvistur from Aero Union suggested that the Airport Commission should place on its agenda for a follow-up the issue of the aircraft signs. He stated that there is a lot of new construction going on, and people should be aware that there is an Airport nearby. Alvistur stated that he is interested in knowing where the new signs will be installed.

Airport Manager Grierson stated that the money for the signs has been appropriated and a contract awarded to Magoon's Sign Company.

Chair Lucas noted that there is no policy regarding erecting signs toward all new development in the area of the airport. Grierson stated that the airport will eventually get noisier and that it would be a good idea to have a sign plan.

Chair Lucas noted that one idea that came out of an ALUC discussion was distributing brochures in a public education campaign, and that signs will not necessarily solve the problem. Grierson noted that several ALUC members are working on a disclosure program and policy.

REPORTS AND COMMUNICATIONS

None.

ADJOURNMENT

The meeting was adjourned at 8:05 p.m. to Tuesday, August 29, 2000 in the Airport Conference Room.

Date Approved: 8/29/00

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

**ADJOURNED REGULAR MEETING
AIRPORT COMMISSION**

August 29, 2000

An adjourned regular meeting of the Airport Commission was held at 4:30 p.m. on Tuesday, August 29, 2000, in the Airport Terminal Conference Room.

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

APPROVAL OF MINUTES - 7-25-00

The Commission was provided with copies of minutes for its meeting held on 7-25-00. A motion to approve the minutes was made by Commissioner Silva, and seconded by Commissioner Bellin and passed 3-0.

MINUTE ORDER NO. 8-00 - RECOMMENDATION THAT THE CITY COUNCIL AUTHORIZE THE AIRPORT MANAGER TO EXECUTE A LEASE WITH CHICO AVIATION SERVICES LIMITED PARTNERSHIP FOR A PORTION OF PAD 'F' LEASE AREA "A" IN THE HANGAR AREA AT THE CHICO MUNICIPAL AIRPORT

Airport Manager Grierson reported that the Airport Commission and the City Council previously authorized him to enter into a lease agreement with Chico Aviation Services. During discussions regarding the lease agreement, it became apparent that Chico Aviation Services preferred to lease pad F of lease area A. He informed Chico Aviation Services that he would need to go back to the Airport Commission and City Council in order to make the change.

A motion by Commissioner Silva to approve Minute Order No. 8-00 was seconded by Commissioner Bellin and passed 3-0.

DISCUSSION REGARDING THE NEED TO CHANGE THE DATE, OR IN THE ALTERNATIVE THE LOCATION, OF THE OCTOBER 31, 2000 AIRPORT COMMISSION MEETING

Airport Manager Grierson reported that the October 31, 2000 regular meeting of the Airport Commission will need to be changed to a different date, or a different location, because the Chico Police Department would be utilizing the Council Chambers and both Conference Rooms on Halloween night as an emergency operations center. Airport Manager Grierson recommended that the Commission meet on October 3 to discuss an upcoming issue regarding a draft ordinance on cell towers that the Commission will need to review before it goes to the City Council. He indicated that there was probably no need to meet on September 26 or October 31, if the Commission meets on October 3.

A motion by Commissioner Bellin to adjourn the September 26, 2000 meeting to October 3, 2000 was

seconded by Commissioner Silva and passed 3-0.

AIRPORT MANAGER UPDATES

Airport Land Use Commission Meeting of August 16, 2000:

Airport Manager Grierson reported that at the Airport Land Use Commission (ALUC) meeting of August 16, 2000 there was one Chico project reviewed. The project is for a General Plan Amendment from Low Density Residential to Medium Density Residential and Rezone from R-1 to R-2. The approximately 25-acre site is bordered on the north by the future Eaton Road extension, the west by Ceanothus Avenue, the south by a power line easement, and the east by Cactus Avenue. Airport Manager Grierson noted that ALUC looked at the project and, when compared to the existing plan, it is incompatible. Under the draft plan the amendment would be appropriate, and ALUC adopted a motion to conditionally approve the project pending adoption of the Comprehensive Land Use Plan (CLUP).

In response to Commissioner Coggins' question as to the status of adoption of the CLUP, Airport Manager Grierson noted that the draft CLUP should be reviewed at the

September meeting, with adoption of the CLUP at the November meeting.

Update on Airport Overflight Signs

Airport Manager Grierson reported that three highway-size speed limit signs were installed on August 4 at Lupin and Ceres, Lupin and Eaton, and Lassen and Eaton.

In response to Commissioner Silva's question as to whether or not there has been good or bad feedback from the project, Airport Manager Grierson noted that he has not had any complaints so far.

Commissioner Bellin indicated that she would like to have a map of the area where the signs are being installed.

In response to Commissioner Coggins' question as to whether or not additional signs should be ordered if they will be needed, Airport Manager Grierson noted that the signs cost approximately \$500 each.

Commissioner Coggins stated that the money should be budgeted for next year if it looks like the additional signs will be needed.

In response to Commissioner Bellin's question as to the amount of money in the budget for signage this year, Airport Manager Grierson stated that there is \$20,000 budgeted this fiscal year.

Commissioner Bellin stated that there are new subdivisions being developed off of Mariposa, and that this area should have signs displayed while still in development. Airport Manager Grierson stated that he will put together a list of areas under development now and bring it back to the Commission at the next meeting. Commissioner Bellin stated that she would like the list to include areas that are not under development now, but which could be included at a later time.

Update regarding the status of the Airport Market Survey

Airport Manager Grierson reported that he received nine responses to the Request for Proposal for an Airport Market Survey that was mailed to companies across the United States, and that only eight of the responses were complete. Airport Manager Grierson stated that he assembled a review committee consisting of members of CEPCO, the Chamber of Commerce and elsewhere. The overwhelming choice by the review committee was for Sixel, Boggs & Associates of Eugene, Oregon. He estimated that the final cost will be approximately \$13,700, and that it will take approximately six weeks to complete the work.

In response to Commissioner Coggins' question as to whether or not the funds are budgeted, Airport Manager Grierson stated that \$20,000 has been budgeted.

In response to Commissioner Coggins' question as to what work Sixel, Boggs & Associates will perform, Airport Manager Grierson stated that they will come to the community and talk to travel agents, local businesses, the Chamber of Commerce, and others to find out where people are going, what airlines they are using if they fly out of Sacramento or San Francisco, and how much they paid for their tickets. The company will develop an analysis which will help determine which direction the airport should go. Airport Manager Grierson noted that Sixel, Boggs & Associates will identify the top 25 markets, which will be the basis for a marketing plan to go after a new carrier to provide service.

In response to Commissioner Coggins' question as to what will happen with the money that is not used, Airport Manager Grierson stated that it could be used to cover the annual maintenance and certification costs of the auto weather observation station since the contract expires in May, or since it is in the professional services budget, the money can be used for other things.

In response to Commissioner Silva's question as to whether or not the travel agents will cooperate, Airport Manager Grierson stated that not everybody uses travel agents, but many of the corporate travelers still tend to use travel agents. He stated that he felt that Sixel, Boggs & Associates would still be able to get some good information from the travel agents.

Airport Manager Grierson stated that if a large section of the travelers are traveling intrastate, he does not know if the airport can accommodate their needs. He noted that

basically they are targeting the interstate travelers.

Airport Manager Grierson noted that Skywest is cutting out one flight, which will basically leave the airport without flight service from approximately 5:00 a.m. until sometime after 12:00 p.m.

In response to Commissioner Coggins' question as to what the terms of the agreement are with Skywest, Airport Manager Grierson stated that the City has a month-to-month landing privilege agreement with Skywest, and that they do not have exclusive right to be at the airport. He noted that within their counter space is another lease area that is available for use by another carrier.

In response to Commissioner Coggins' question as to whether or not United could pull out altogether, Airport Manager Grierson stated that they could, but he did not think that they would, because they have good numbers coming from this airport. He noted that the Chico Municipal Airport is not the smallest airport that United draws from.

Airport Manager Grierson reported that the snack bar began operation effective today. James Robinson, the owner of the Flight Line Cafe, will temporarily be doing business in the terminal area in front of the glass display cases until he can move into the vending machine area in approximately January of 2001.

Commissioner Silva asked about the status of the master plan. Airport Manager Grierson stated that he spoke with Reinard Brandley last week. There has been some complications with the runway extension because of cost estimates into the millions of dollars, and meadowfoam in the area of the California Department of Forestry expansion. They are looking at the possibility of a partial fill of Mud Creek, and rerouting of the creek around the runway. The estimates are significantly less if doing a box culvert. He noted that there are some minor challenges regarding the property that belongs to Sorenson, and Brandley has requested that surveyors go out and survey the entire property.

In response to Commissioner Coggins' question as to whether or not this will require an Environmental Impact Report, Airport Manager Grierson replied that it would.

Airport Manager Grierson stated that there are 11 different subspecies of meadowfoam at the airport. It needs to be determined what species are adjacent to the airport on the Bechtel property, and then determine if it is the same type, can it be moved, or bought, or protected.

In response to Commissioner Coggins' question as to whether or not the runway extension is part of the 20-year plan, Airport Manager Grierson replied that this is considered a near-term project, and this is part of the first five years.

In response to Commissioner Silva's question as to how the rest of the plan is proceeding, Airport Manager Grierson stated that it appears that everything that is supposed to be done to this point has been done.

In response to Commissioner Bellin's question as to whether or not the Airport Commission can look at the parts of the plan that have been completed, Airport Manager Grierson said that he will get this for their review. Commissioner Bellin stated that she is particularly interested in the traffic plan.

In response to Commissioner Coggins' question as to whether or not Reinard is still owed money, Airport Manager Grierson said that he has not submitted a bill lately.

BUSINESS FROM THE FLOOR

None.

REPORTS AND COMMUNICATIONS

None.

ADJOURNMENT

The meeting was adjourned at 5:10 p.m. to October 3, 2000 at 7:30 p.m. in the Chico Municipal Center, 421 Main Street, Chico.

Date Approved: 11/28/00

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

AIRPORT COMMISSION
Special Meeting

September 26, 2000

The Airport Commission met in special session on September 26, 2000, at 7:30 p.m. in Conference Room 1 of the Chico Municipal Center, 421 Main Street. Present at roll call were Chair Lucas and Commissioners Bellin, Coggins, Sherwood and Silva. City staff present: Risk Manager Koch, Art Projects Coordinator Gardner and Administrative Analyst Main. Also present: Arts Commission Chair Busch and Commissioners Barrett, Lee, Lucero Austin, Memmer, and White.

JOINT MEETING WITH THE AIRPORT COMMISSION REGARDING THE SELECTION PANEL RECOMMENDATION FOR THE AIRPORT ART PROJECT.

Art Projects Coordinator Gardner stated that tonight the final selection of the Airport Art Selection Panel is being presented to both the Airport and the Arts Commission. The panel is recommending that artist James Russell be selected to complete the project which will be installed in the landscape area adjacent to the new Airport Terminal parking lot, at the corner of Airpark Boulevard and Fortress Street.

Art Projects Coordinator Gardner indicated on a display map the area where the art work will be placed. She also displayed a computer simulated photograph projecting what the project will look like in relation to the air traffic control tower. Art Projects Coordinator Gardner indicated that the project was conceived as a site specific single, or series, of art works to be placed in the planter area of the new Terminal parking lot. There was \$65,000 budgeted for the project, and after administrative and model fees, the artist will receive approximately \$55,000 to finish the piece.

Art Projects Coordinator Gardner reported that an ad hoc committee consisting of Airport Commissioners Bellin and Silva was formed to consider themes and suggestions to be included in the call for artists. The call for artists was distributed throughout California, Oregon and Washington, and there were 28 applications received. These applications were reviewed by a seven person selection panel consisting of three arts professionals, three community members, and one neighborhood representative. The selection panel narrowed the choices down to six finalists. These six finalists each received \$750 to develop their proposal, build a model, and come to Chico to make their presentations. The models were then placed on display for two weeks, and the public was invited to provide written comments regarding the proposals. The information from the surveys was compiled and provided to the selection panel for consideration in making the final selection.

The model of the final piece that the panel is recommending is being displayed for the Commissioners tonight, noted Art Projects Coordinator Gardner. She said that the only stipulation, or qualification, that the panel made regarding the proposal is that the artist would be willing to work with the Airport Manager on the issue of glare. The Airport Manager has expressed some concern that the sculpture

might create a glare or light reflection problem for aircraft. Art Projects Coordinator Gardner stated that she had contacted the artist and determined that he is agreeable to working with the Airport Manager to change the finish, if necessary. She reported that he said that he knows of a number of projects that are as shiny as this sculpture that are in other airports that have not created any problems, but he is agreeable to working with the Airport Manager on a mutually acceptable solution to the glare issue.

Art Projects Coordinator Gardner stated that the sculpture will be approximately 12 feet high, and will be placed on a base 11 feet wide. She showed a series of slides depicting the work of the artist. At the conclusion of the slide show, Art Projects Coordinator Gardner indicated that some members of the panel were in attendance if Commissioners have any questions for them.

Art Projects Coordinator Gardner reminded the Arts Commission that they have been charged by the City Council with the responsibility of making sure that the process was followed correctly, and that the piece selected represents a breadth of appeal to the community.

Risk Manager Koch stated that the Airport Commissioners should be looking at the selection as far as the breadth of appeal to the airport users, and the appropriateness of this piece of art to the airport environs.

In response to Arts Commission Chair Busch's question as to what the three questions on the survey were, Art Projects Coordinator Gardner read the questions to the Commissioners. She noted that the Russell piece was the most popular piece among the members of the public that filled out the survey.

In response to Commissioner Coggins' question as to whether or not there was any concern that the art piece conflicted with a well-known corporate logo, Art Projects Coordinator Gardner stated that James Russell has done a number of pieces using a similar design to the one depicted in the airport art sculpture, that he holds copyrights on these pieces, and that he feels that his copyrights are the ones possibly being infringed upon.

Commissioner Nichols arrived at 7:40 p.m.

Risk Manager Koch noted that the corporate logo concept being discussed is the Oldsmobile logo.

In response to Commissioner Sherwood's question as to who would have the copyright for the selected piece, Art Projects Coordinator Gardner said that the artist holds the copyright. In response to Commissioner Sherwood's question as to whether or not there is an agreement that the artist cannot use the same sculpture design somewhere else, Art Projects Coordinator Gardner said no.

In response to Airport Commission Chair Lucas' question as to whether or not the Commission would be restricted from using a logo for the Airport which would be a depiction of the sculpture on letterhead, or other items such as tee shirts, Risk Manager Koch stated that as long as the logo is not used for commercial, money making purposes, there probably would not be a problem, but he will have to look at the language of the contract .

Commissioner Lucero Austin and Commissioner Silva expressed general concerns regarding the selection process and the involvement of the Commissions and the public. Chair Lucas stated said that it was his understanding that this is the first time this joint process has occurred, and that he is appreciative that the two Commissions can work together.

In response to Commissioner Lucero Austin's suggestion that a procedure should be written and followed so that in the future someone that is on a commission or an ad hoc committee, will be advised of selection panel meeting dates, Risk Manager Koch indicated that staff will look at changing the process so that other committees or commissions involved in the selection process will be notified.

Arts Commissioner Barrett indicated that the Arts Commission was invited to the selection panel meetings, and she stated the Airport Commission should have been invited too, but that Commissioners are not directly involved in the process. She noted that tonight's meeting is the first time that the Arts Commission has actively been involved in the process.

In response to Commissioner Coggins' questions as to the level of participation from the airport tenants for the selection panel membership, Art Projects Coordinator Gardner stated that she sent out a letter to approximately 15 businesses that were immediately adjacent to the site, and Pam Wilson from the Beachfront Deli was the only tenant that responded.

In response to Commissioner Coggins' question as to the time line for having the art work constructed, Art Projects Coordinator Gardner stated that it will take from six months to one year. Commissioner Coggins asked what will be required in terms of insurance, and Art Projects Coordinator Gardner stated that it will be the standard \$1 million. Risk Manager Koch indicated that once the art work is completed, it will belong to the City, which will insure it, and no further insurance will be required from the artist.

Commissioner Coggins questioned if someone would be able to climb to the top of the sculpture, and Risk Manager Koch said that the sculpture will be on a pedestal, but even if the pedestal is eight feet tall someone could still climb up on it. He noted that from a risk management point of view he was not concerned about the damage issue. In terms of graffiti damage, he felt that it would be very easy to maintain and take care of.

In response to Chair Lucas' question as to the procedure for ongoing maintenance, Risk Manager Koch stated that the City will be obligated to maintain the sculpture. If the sculpture is damaged, the contract will say that the City will contact the artist first, and if the artist cannot be found or for some reason declines the opportunity to fix the damage, the City can use its best efforts to get someone else to restore it.

In response to Chair Lucas' question concerning the funding source for the maintenance of the art piece, whether it would be from the Airport or the Arts Commission maintenance budget, and Risk Manager Koch indicated that he will check into that and advise the Commissions.

In response to Commissioner Silva's question as to whether or not the same material that is in the model is the same material that will be in the finished piece, Art Projects Coordinator Gardner said yes. She noted that the artist did agree to work with the Airport Manager on this issue. Risk Manager Koch stated that if there is a consensus among the Commissioners that something should be different about the art work, it should be stated at tonight's meeting.

In response to Chair Lucas' question as to whether or not the Commission could request a larger piece, Art Projects Coordinator Gardner stated that the Commission would have to go back to the Council to request the additional funds to enlarge it. Chair Lucas stated that he was concerned with the sculpture being only 12 feet tall, that it would be dwarfed by the tower. Risk Manager Koch indicated that there is the possibility of making the art piece appear taller by making the pedestal taller.

In response to Commissioner Sherwood's question as to whether or not there will be an informational plaque, Art Projects Coordinator Gardner stated that a plaque will be installed showing the title, year installed and the artist's name. Risk Manager Koch indicated that a plaque could also be placed in the Terminal with the same information so that users could read the information before or after seeing the piece as they pass by.

Art Projects Coordinator Gardner stated that staff recommends that the Commissions forward a joint recommendation to the City Council approving this proposal.

In response to Commissioner Bellin's question as to whether or not the Commission needs to make a motion, Risk Manager Koch indicated that each Commission should make a motion to approve the selection.

Commissioner Coggins stated that she was concerned that the art work will cause operational problems for the control tower. Risk Manager Koch said that he did not think it would be a problem. Chair Lucas questioned the possibility that there might not be any problems known for six to eight months after construction of the sculpture, such as problems from glare. Risk Manager Koch stated

that the Airport Manager will work with the artist, tower, airport tenants and pilots, until he feels confident that if there are going to be problems they will be resolved before the art work is installed.

In response to Commissioner Coggins' question that if the selection is approved, and the Airport Manager later determines that the project is not feasible, is there an alternate art project that could be selected, Risk Manager Koch stated that he felt that if there is a problem with glare that it could be solved by treating the metal. Art Projects Coordinator Gardner stated that there is not an alternate selection available. If for some reason the Airport Manager determined that this piece would not work, they would have to go through the selection process again. She said that the Airport Manager was at the selection meeting and he had an affinity for this piece, and that she was sure that if there any problems that they can be worked out.

A motion by Commissioner Silva for the Airport Commission to approve the airport art selection panel recommendation and forward it to the City Council was seconded and carried unanimously.

A motion by Commissioner Barrett for the Arts Commission to accept the James T. Russell piece entitled Soaring Star, as recommended by the selection panel was seconded and carried unanimously.

Risk Manager Koch advised the Commissions that this recommendation will go to Council for final approval on October 17, 2000.

The Arts Commission adjourned at 8:03 p.m. The Airport Commission meeting was recessed and reconvened at 8:10 p.m.

Review of Proposed Ordinance Amending Title 19 of the Chico Municipal Code Relating to Permitting Procedures and Development Standards for Wireless Communication Facilities, and Consideration of Resolution Recommending Approval of the Ordinance and Proposed Negative Declaration of Environmental Impact

Assistant City Attorney Barker stated that the comprehensive regulatory proposed ordinance before the Commission tonight is regarding telecommunication facilities and would include any kind of antenna. The goal of the ordinance is to create a comprehensive scheme, and also to state which zones within the City the facilities would be permitted based on the types of facility and zoning district within the City. The goal was also to create an ordinance that would encourage the location of most facilities away from residential areas, and encourage co-location of facilities on existing towers or monopoles. The reason that the ordinance is before the Commission tonight is because of provisions regarding what is allowed in Airport Zones and these differ from what is being proposed in other zoning districts. She noted that the Airport Commission is being requested to make a recommendation to the City Council based on

how this ordinance affects the Airport Zones.

Assistant City Attorney Barker stated that the regulatory scheme sets up a two-tiered permitting process based on type of facility. There are zoning districts where some facilities can be allowed after obtaining a use permit; some zones where facilities can be permitted by a staff-approved ministerial permit that does not require a public hearing; and some zones where no facilities will be permitted. The zones in which facilities are not permitted are generally residential zones and some commercial zones where residential uses tend to be allowed.

Assistant City Attorney Barker noted that as this affects the airport zone there are three types of facilities: 1) free standing monopoles and towers; 2) co-location on existing monopoles and towers ; and 3) building mounted or roof mounted facilities. She noted that she worked with the Airport Manager when she drafted the ordinance and that he felt comfortable with the Airport-related sections of the ordinance being presented to the Commission tonight.

The basic provision for an airport zone is that free-standing monopoles or towers would be allowed with a ministerial permit in the airport manufacturing zone, if they are not taller than 65 feet. Assistant City Attorney Barker further noted that the reason for the ministerial permit in the Airport Manufacturing Zone is to encourage these facilities to locate in manufacturing and industrial areas, and the ministerial permit is an easier type of permit to obtain. In the AC/AP Zone, a use permit would be required, and in the A Zone, monopoles and towers would not be permitted because this zone is too close to the flight line. Co-location on any monopole or tower would require a ministerial permit provided that it does not make the tower any taller. Building mounted antennas, which by definition do not extend above the top of the roof, would be permitted in any zone. Roof mounted antennas would be allowed in most zones, providing that they do not extend above 65 feet.

Assistant City Attorney Barker noted that there could be the possibility that a person might come before the Commission with a use permit application for something taller than 65 feet, and in that event the Airport Manager would look at the application and make a recommendation to the Commission as to whether or not the height would be acceptable at the Airport.

In response to Commissioner Sherwood's question as to what is the typical height of a cell phone tower, Assistant City Attorney Barker stated that for the two towers that she is familiar with the height is 100 feet.

Assistant City Attorney Barker reported that this ordinance was presented to the Airport Land Use Commission (ALUC) and there was a recommendation to make some changes. Those changes were based on what is anticipated to be adopted with the new Comprehensive Land Use Plan (CLUP). Assistant City Attorney Barker stated that the recommendation that she gave to the Planning

Commission, and would make to the Airport Commission, is to wait until the new CLUP is adopted to deal with those changes. The changes were references to reviewing applications in reference to height limits that had been set by ALUC, which currently do not exist, and to striping and lighting facilities located throughout the Airport influence area.

Assistant City Attorney Barker noted that typically striping and lighting are not permitted except in Airport Zones where it is required to protect the Airport and surrounding facilities.

In response to Commissioner Coggins' question as to whether or not there has been a specific request for a tower at the Airport, Assistant City Attorney Barker said that this proposed ordinance is in anticipation of towers being constructed at some point in the future.

In response to Commissioner Sherwood's question as to whether or not the 65 feet height limit is an FAA requirement, Assistant City Attorney Barker stated that it was the Airport Manager's feeling that 65 feet would be below the Part 77 limit and would be a reasonable height throughout the Airport area.

In response to Commissioner Sherwood's question as to who would receive revenues from a tower being constructed, Assistant City Attorney Barker said that it would depend on who owns the property where the tower is built. The City could generate revenues if it is City-owned property.

Chair Lucas noted that in the past there has been some confusion as to how use permits are handled for the Airport. Assistant City Attorney Barker said that any use permits in the Airport Zone would come before the Airport Commission to be approved.

In response to Chair Lucas' request to explain the ministerial permit process, Assistant City Attorney Barker stated that it is a permit that, when applied for and all of the specified conditions are met, would be issued by the Planning Director. It is not discretionary, in that there are requirements to meet development standards, such as turning in all completed application materials, and not interfering with Part 77 air space.

In response to Chair Lucas' question concerning lighting, Assistant City Attorney Barker stated that the Airport Manager had requested a requirement that all towers at the Airport be striped and lighted, and that a beacon light as opposed to a strobe light would be used on all towers approved to be installed.

There were no other questions or comments from the Commissioners, and Chair Lucas opened the floor to questions.

Harold Carlson, 2837 Mariposa Avenue, Chico, urged the Commission to keep construction of these towers at least 1000 feet away from residential areas, and to keep in mind that these towers can be

seen for miles and are an eyesore.

Linnea Hanson, 2837 Mariposa Avenue, Chico, urged the Commission to make sure that when they are considering towers for the Airport that they blend into the surrounding areas.

A motion by Commissioner Silva to approve Resolution of the City of Chico Airport Commission Recommending City Council Adoption of an Ordinance Modifying the Chico Municipal Code Relative to Permitting Procedures and Development Standards for Wireless Telecommunication Facilities be adopted was seconded by Commissioner Sherwood and passed 5-0.

ADJOURNMENT

There being no further business, at 8:23 p.m., the Commission adjourned to Tuesday, November 28, 2000 at 4:30 p.m. in the Chico Municipal Airport Terminal Building Conference Room, 150 Airpark Blvd.

Date Approved 11/28/00

_____/s/_____
Bob Koch
Risk Manager

**SPECIAL MEETING
AIRPORT COMMISSION
October 19, 2000**

In a Special Meeting, the Airport Commission met with the Butte County Airport Land Use Commission, Chico City Council, Butte County Board of Supervisors, Paradise Town Council, and Oroville City Council at 6:00 p.m. on October 19, 2000. Commissioners present were Chair Lucas and Commissioners Bellin, Coggins, and Sherwood.

The purpose of the joint meeting was for a workshop hosted by the Butte County Airport Land Use Commission to present the 2000 draft Airport Land Use Compatibility Plan and addendum to the Butte County Board of Supervisors, Chico City Council, Paradise Town Council, and Oroville City Council. Complete minutes of the meeting are available at the Butte County Airport Land Use Commission office located at 7 County Center Drive, Oroville, California.

Date Approved: 11/28/00

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

**ADJOURNED REGULAR MEETING
AIRPORT COMMISSION**

November 28, 2000

An adjourned regular meeting of the Airport Commission was held at 4:30 p.m. on Tuesday, November 28, 2000, in the Chico Municipal Airport Terminal Building Conference Room.

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

APPROVAL OF MINUTES - 8-29-00 and 9-26-00

The Commission was provided with copies of minutes for its meeting held on 8-29-00 and 9-26-00. A motion to approve the minutes was made by Commissioner Coggins, seconded by Commissioner Silva and passed 4-0.

DISCUSSION REGARDING FLIGHT LINE CAFE

James Robinson, the proprietor of the Flight Line Cafe, updated the Commission on the status of his business in the lobby of the Airport Terminal. Airport Manager Grierson noted that Robinson's agreement is temporary, and expires at the end of January.

Robinson stated that he is happy to be at the Airport, and that people have been very receptive to the idea of a cafe in the terminal. He noted that he did not feel that his business would be sustainable if he is required to relocate to the area where the vending machines are located.

In response to Commissioner Coggins' question as to whether or not there are any alternative locations, Airport Manager Grierson noted that the Request for Proposal (RFP) specified the area where the vending machines are located. He agreed that there really isn't a good location for this type of facility at the terminal, but he noted that the RFP was specific.

The Commission briefly discussed various possible locations for the cafe, but Airport Manager Grierson stated that one of the biggest problems is the lack of water. Commissioner Bellin requested a copy of the layout of the building that she could review and possibly come up with some options for the location of the cafe.

Airport Manager Grierson stated that the lease with Glyn Pye Vending Company would expire at the end of December, but would automatically renew for another one year period if they are not given a 30-day notice of termination by the end of November. In response to Commissioner Coggins' question as to whether or not Glyn Pye Vending would accept a month-to-month lease agreement, Airport Manager Grierson stated that he could approach them with that option.

A motion for Airport Manager Grierson to terminate the current lease agreement with Glyn Pye Vending effective December 31, 2000, and offer them the option of a month-to-month lease agreement was made by Commissioner Bellin, seconded by Commissioner Coggins and passed 4-0.

**DISCUSSION REGARDING THE AIRPORT LAND USE COMMISSION'S
COMPREHENSIVE LAND USE PLAN**

Airport Manager Grierson reported that over the past year and a half, the Airport Land Use Commission (ALUC) has taken a forward look at compatible land use and development planning around the Airport. The draft Comprehensive Land Use Plan (CLUP) was released last spring, public comment was accepted, and many changes were implemented. A second draft of the CLUP was presented about a month ago, and there is still some minor changes resulting from public comments.

Airport Manager Grierson stated that there has been a recommendation to establish an ALUC secretary. The Director of Development Services for Butte County has been acting as the secretary, but this has created a conflict. The instructions given to the Consultant was to modify the CLUP so that the Chairman of ALUC and the Director of Development Services will appoint a person to act as secretary.

In response to Commissioner Coggins' question as to whether or not this person would make recommendations, Airport Manager Grierson stated that they will be making recommendations. Commissioner Silva stated that he would like the Commission to be involved in the job description process. Chair Lucas stated that the person that is hired will be working either by an agreement or by MOU. The Commission could comment, but would not be able to dictate or regulate what goes into the agreement or MOU. Commissioner Silva stated that he would like to see the job description.

Airport Manager Grierson stated that other comments that were brought up included the wording in the CLUP that gives ALUC authority to review the master plan of all airports. Commissioner Coggins' asked if the wording was revised, and Airport Manager Grierson stated that he believed it had been revised in accordance with state laws.

Airport Manager Grierson reported that two parties represented by Hefner, Stark & Marois would like to see the boundaries changed for the area south of Bidwell Ranch, and to have area C-2 designated abeam the existing industrial park. ALUC directed the consultant, Shutt Moen, to examine the tanker departure paths to determine if this should be considered. Additionally, ALUC considered a request by the City to establish zone C-2 over 80 acres on Eaton Road, which is currently zoned C-1. ALUC rejected any change to that parcel.

Chair Lucas stated that one of the areas of discussion which concerned him the most was dealing with expansion to the north. He would like the Commission to draft a letter to the Butte County Board of Supervisors encouraging them not to restrict the growth of the airport to the north for future development.

Airport Manager Grierson distributed copies of maps of Chico depicting land that is designated for open use, and land with approved subdivision maps. He stated that he did not feel that the City has a lot of influence over what the County does to the north of the Airport. In response to Commissioner

Coggins' question as to whether or not the City can annex any land to the north, Airport Commissioner Grierson responded that he thought they would be able to. Chair Lucas stated that the City has presented to the Local Agency Formation Commission (LAFCO) a request to move the sphere of influence out to Mud Creek.

Chair Lucas commented that he would encourage the Commission to have the City move forward with annexation so land can be brought in and made part of the City's General Plan. In response to Commissioner Coggins' question as to whether anyone has discussed this issue with the landowners, Chair Lucas replied that he believed that there have been some initial discussions. He stated that with the sewer line being expanded on the west side, it is likely that property owners will recognize the value of annexation.

Airport Manager Grierson stated that the runways will need to be lengthened if the Airport intends to expand. In response to Commissioner Silva's question as to the position of the FAA on expansion, Airport Manager Grierson stated that the FAA has accepted the City's forecast for growth at the airport.

After a brief discussion, the motion by Commissioner Silva to send a letter to the Butte County Board of Supervisors indicating the Commission's desire to move north with the runway expansion, was seconded by Commissioner Coggins and unanimously approved by a vote of 4-0.

AIRPORT MANAGER UPDATES

Airport Land Use Commission meeting of November 15, 2000

Airport Manager Grierson noted that this item was covered under discussion of the previous item.

Airport Master Plan

Airport Manager Grierson reported that the latest information he has received from Clif Sellers is that the draft of the Environmental Impact Report - Environmental Assessment (EIR-EA) is nearly complete and is scheduled for review the week of December 11, 2000. He noted that the only incomplete section will be biological resources. This section will include environmental setting, and analysis of impacts, but not proposed mitigations. Airport Manager Grierson noted that the mitigations which are currently being determined in the "in process" consultation with the Fish & Wildlife Service will be added to complete the EIR-EA when approved.

United Express Operation

Airport Manager Grierson reported that United Express cut its 8:47 a.m. flight effective September 5. The flight was cut to meet the request by San Francisco Airport to reduce the number of flights. Enplanements have dropped 15%, and have gone from an 18% growth to a net loss of 33%. Airport Manager Grierson stated that he has met with Steve Hart, and he has agreed to look at a schedule change for February 2001. He noted that he plans to push for a 7:30 a.m. flight, but the Airport will probably lose the 10:30 flight. The Airport will probably be limited to five departures per day for some

time.

In response to Chair Lucas' question as to when the Air Market Survey will be complete, Airport Manager Grierson reported that it is underway, and he is hoping that it will be complete by the end of December.

CDF Fuel Protocol

Airport Manager Grierson reported that last September, aircraft contracted by California Department of Forestry (CDF) for firefighting efforts were refueled by Aero Union Corporation. The Aero Union Corporation's (AUC) lease agreement does not provide for the retail sale of fuel, while Pacific Flight Service's (PFS) agreement does provide for the sale of fuel. In order to provide a fail safe mechanism to ensure that CDF can meet its fire fighting mission, Airport Manager Grierson stated that he is working on an alternate fuel protocol agreement. If PFS is unable to meet the tempo of operations of CDF, the Agreement would allow CDF to go to Aero Union for that support. The draft Agreement has been provided to the City Attorney's office for review.

Charlie Isele(AUC) stated that AUC belongs to an air tanker association that mutually cooperates with other tanker operators to rapidly turn an aircraft around. Chair Lucas noted that the tankers are flying under the command of CDF. Steve Iverson (CDF) stated that he and AUC had solved the basic issue two years ago with an agreement. He stated that his job is to keep the tankers flying to put the fire out.

Commissioner Bellin stated that her concern is that PFS will be hesitant to order excess fuel in preparation of fire season if AUC is also going to be fueling the tankers. Charlie Isele stated that AUC is looking for a resolution to the problem, and it is not AUC's intent to push for fuel sales. Chair Lucas stated that there are fuel capacity problems that PFS is working through, and if it is determined by CDF that a tanker should be fueled by AUC, under the proposed agreement, CDF would send the tanker to AUC.

In response to Commissioner Bellin's question as to what will occur if the pilot requests that AUC refuel their plane, Airport Manager Grierson stated that the fixed base operator is PFS, and PFS should be fueling planes, unless it is determined by CDF that AUC should fuel the plane. Steve Iverson, from the California Department of Forestry, stated that it will be his job to make a judgment call. He said that in some cases, PFS does not have trucks large enough to fill some of the planes.

Chair Lucas suggested that as soon as there is an approved draft of the agreement the matter should be placed on a future Airport Commission agenda.

Request to Airport Manager from Hertz Local Edition Car Rental

Mark Hyder, the manager for Hertz Local Edition Car Rental, was present and discussed his request to the Airport Manager for various considerations regarding car maintenance, office space and parking. Mr. Hyder stated that Hertz Local Edition began operating out of the terminal last September. He

noted that the structure does not meet the needs of the company, in that there is no facility to maintain vehicles. Primarily at issue is the need to have access to a power supply in order to use a vacuum cleaner on the rental vehicles. Airport Manager Grierson stated that Jesse Smyth is in the process of locating an adequate power supply. Chair Lucas noted that the Commission is in agreement that power will be provided in some way to Hertz.

Mr. Hyder stated that the office space that they have now is functional, but they cannot print out manifests, and they still need to travel to the office in Chico to use a printer. Chair Lucas stated that Mr. Hyder's input will be considered when the remodel of the interior of the terminal takes place.

Chair Lucas noted that the final item of concern is parking spaces, and the Airport Manager has agreed that 10 parking spaces will be made available for Hertz to use.

Airport Capital Improvement Program

Airport Manager Grierson reported that traditionally, the FAA would require a triennial Airport Capital Improvement Program (ACIP) update. Over the past three years, they have asked for it annually. He distributed a draft of the ACIP to the Commission, and advised them that he is working on the update with Reinard Brandley which will be submitted to the FAA by the end of the month.

BUSINESS FROM THE FLOOR

None.

ADJOURNMENT

The meeting was adjourned at 7:40 p.m. to Tuesday, January 30, 2001 at 7:30 p.m. at the Chico Municipal Center, 421 Main Street, Chico.

Date Approved: 1/30/01

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