

**Airport Advisory Committee**  
**Meeting Notes**  
**August 17, 2016**

Item 2: Public Comment

No Public Comment was provided.

Item 3: Update on Operations and Maintenance

Discussed recent airport inspections and follow-up requirements:

- Staff provided an update on the 16/17 airport CIP.
- The Crack Seal project is complete.
- The Airport Layout Plan will be updated this year.
- The environmental analysis for the runway safety area project will be initiated. This includes filling of the large ditch on the west side of the airport.
- Staff is responding to a deficiency noted by the Air Resources Control Board regarding the need to change out an air release valve on the tanks.
- Staff will be repainting the beacon.

Item 4: Discussion on Ground Leases and Hanger Reversion

- Reviewed scoresheets submitted by each committee member. Option 2 seemed to be preferred option for addressing expiration of Nunno Lease and basis for formation of an airport policy.
- Staff instructed to draft a “reversion” policy for further vetting by Committee at next meeting.
- Policy to include following provisions: forgo renewing non-subordinated ground leases when they expire; enter into new ground leases with existing hanger owners/tenants; all new ground leases on existing hangers to be based on market rate; requirement to improvement hanger aesthetics; inclusion of a common area maintenance fee; revert only those hangers owned by the signatory of the primary non-subordinated ground lease—all other owners retain property.
- Discussed possible resolutions to porta-a-hanger owners who are no longer honoring their leases with Nunno due to possible expiration of their ground lease with City. Options included 1) City requiring owners to have their accounts paid in full with Nunno before entering into new ground lease with City or risk legal action(s); 2) Include language in new ground lease requiring outstanding balances paid in full.

Item 5: Prioritize Airport Priorities

- No Action—will reschedule at subsequent Airport Committee Meeting

Item 6: Future Agenda Items (September 7, 2016 at 10 a.m.)

- Review and discuss reversion policy

Staff Assignments:

- 1) Present draft reversion policy.
- 2) Present list of all existing hanger leases at airport, specifically showing term of agreement.
- 3) Assist Nunno with information request—City's hanger rates for hangers.
- 4) Answer legal question of feasibility of adding common area maintenance fee to existing leases at airport.
- 5) Answer legal question pertaining to options City has for requiring Nunno tenants to have their accounts paid in full prior to executing new agreement with City.