

MEETING MINUTES
Regular Meeting of Date March 22, 2023

1) Call to Order

The regular meeting of the Airport Advisory Commission of the City of Hollister was called to order by Chairperson Jay Pankowski on March 22th, 2023 at 6:00 p.m. in the City Council Chambers at City Hall, 375 Fifth Street, Hollister, California.

2) Pledge of Allegiance

Recited.

3) Roll Call: Roll was answered as follows:

Present: Chairperson Jay Pankowski, Vice Chair Renee Wells, Commissioners Eric Martin, and Executive Secretary Toni Warner

Absent: none

4) Verification of Agenda Posting

The Agenda for the Airport Advisory Commission of the City of Hollister regular meeting of March 22th was posted on the bulletin board at City Hall on March 17th at 10:00am per government code 549546.0

5) Consent

Vice Chair Renee Wells made a motion to approve the amended minutes and seconded by Commissioner Eric Martin to approve the amended minutes of the Airport Advisory Commission meeting of September 28th, 2022. Motion carried 3-0.

6) Public Input

a) Ruth Erickson would like to have the City place the airport sign back on San Felipe road between Fallon and the airport. She wants the sign back to promote the airport and businesses.

7) Reports

a) **Airport Manager**

Interim City Manager, Dave Mirrione, said they went through the screening process and are moving forward to scheduling interviews. He has given direction to HR to reach out and solidify the panel as well the candidates. Vice Chair Wells suggested to have an airport advisory commissioner be part of the panel. Mr. Mirrione said there will be two panels and he will take it under consideration.

b) **Removal of Old Buildings**

Mrs. Warner said the airport will need to do a RFP/RFI. The airport had three different quotes and some came in really high. The last bid we received was under budget. She stated that when Renee comes back we can open for bid. Chairperson Pankowski asked if the budget came from the city or airport. Mr. Mirrione said it was a public works project regardless if the money was an airport or city budget. Any public works contract over five thousand will need to be a RFP. We will work with our engineer to spec out the actual work and everyone will bid on the same scope of work.

c) **Amend airport bylaws**

Mrs. Warner stated the only change will be to fix the typo to match the quorum. Also, we will wait until there is an Airport Director to amend the bylaws further.

8) Old Business

Development around airport

9) New Business

Bylaws discussion

Election of officers

10) Items for Next Agenda

Items A, B

11) Next Meeting Date: April 19th, 2023 at 6pm

12) Adjournment

There being no further business to come before the Airport Advisory Commission, Chairperson Pankowski moved the meeting be adjourned. The motion was seconded by Commissioner Martin and was passed 3-0. The meeting adjourned at 7:00 p.m.

Respectfully Submitted,

Toni Warner, Executive Secretary