

**Minutes of a Meeting of the  
Board of Directors of the  
Palo Alto Airport Association**  
(the “Association”)

**1/7/2025**

*The duly noticed and scheduled meeting of the board of directors of the Association (the “Board”) was held in person at Palo Alto Airport (“KPAO”) and by teleconference. All attendees could hear and be heard.*

**Attendance (for all or part of the meeting):**

Andrew Brown, Andrew Swanson, Bob Lenox, Chris Toeppen, Eli Pasternak, Jim Gotterba, Johanna Dolan, John Carlsen, Lloyd Stephens, Michael Mashack, Mike Luetgens, Rick Rairden, Spencer Marks, Tom Myers, Wolfgang Polak, Yaron Ekshtein, and Zack Lenox.

**Call to Order**

Bob Lenox noted that a quorum was present and called the meeting to order at approximately 19:00. Wolfgang Polak served as Secretary of the meeting.

**Airport Manager’s Report**

Andrew Swanson, with input from Mike Luetgens, presented the airport manager’s report, which included the following topics:

- The acquisition by KPAO of 2 electric vehicles.
- Details of a solar microgrid study on KPAO by Burns & McDonnell, including the expected capacity of the system, use cases for the microgrid, impact on aircraft and the city, and funding for the study and microgrid project.
- Updates on funding for the AWOS and PAPI projects, which will be combined and are eligible to receive FAA funding.
- The availability of 100R unleaded gas at KPAO.

**Vice Mayor Visit Report**

Bob Lenox then reported on the tour of KPAO by Palo Alto Vice Mayor Vicki Veenker.

**Airport Marketing**

Andrew Brown then presented proposals for messaging about the airport and its benefits to Palo Alto and the broader community. After discussion, the Board decided that the materials included in the presentation should be distributed to Board members for further review.

**Upcoming Events**

The Board then discussed annual meeting and Board election matters. After discussion, the Board unanimously agreed that the annual meeting and election will take place on Tuesday, May 6th.

The Board then discussed scheduling the annual Airport Day event in September.

Throughout the foregoing updates the attendees asked questions and engaged in discussion.

**Administrative Matters**

Chris Toeppen noted that the minutes of the December Board meeting (the “Minutes”) had been circulated to the members of the Board. Upon a motion duly made and seconded, the Minutes were unanimously approved.

**Adjournment**

There being no further business, the meeting was duly adjourned at approximately 20:15 Pacific Time.

Respectfully submitted by Wolfgang Polak (Secretary).

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Wolfgang Polak, Secretary