



# Agenda

## AIRPORTS COMMITTEE

March 8, 2017

11:00 A.M.

550 Sally Ride Drive, Concord

Supervisor Karen Mitchoff, Chair  
Supervisor Diane Burgis, Vice Chair

### Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

Present: Karen Mitchoff, Chair  
Diane Burgis, Vice Chair

Staff Present: Will Nelson, Principal Planner, Department of Conservation and  
Development  
Keith Freitas, Director of Airports  
Beth Lee, Assistant Director of Airports  
Alina Zimmerman, Airport Assistant

1. Introductions
2. Review and Approve record of meeting for December 14, 2016 (Chair).

AYE: Chair Karen Mitchoff, Vice Chair Diane Burgis  
Passed

3. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

***None.***

4. Receive update from Aviation Advisory Committee Chair, Ronald Reagan (Presentation & Accept).

***Ronald Reagan, Chair of the Aviation Advisory Committee (AAC), reviewed the AAC discussion items from the past three months of December, January, and February:***

- ***AAC At-Large Positions - Emily Barnett was recommended, approved, and appointed by the Board of Supervisors (Board). There was concern about the second appointment being an airport business and not meeting the intent of an At-Large representative. The Appointment was deferred and brought back to***

*the AAC for discussion*

- *Strategic Plan Update – Mead & Hunt consultants worked with stakeholders to develop goals and objectives for projects and activities at the Airports*
- *TDMC Hangar - The AAC has reviewed and discussed the three proposals submitted for the hangar located at 700 Sally Ride Drive. The proposal submitted by The Conco Companies (Conco) was the most qualified and the AAC voted to support the selection committee's recommendation to approve their proposal*
- *Noise Complaints – The AAC and Airport Staff are aware of the noise complaints created by aircraft in and around the airport. The AAC is currently refining their method of response to the complaints in a way that they believe will be beneficial to the public and the airport.*
- *The AAC Committee Officer elections will be coming up in April.*

5. Parcel C Sales Tax Apportionment Agreement Between County and City of Concord (Review & Discuss).

*Parcel C is a 4.6 acre property on the northwest corner of Marsh Drive and Solano Way. Approximately twenty percent (20%) of the parcel is within the Contra Costa County's (County) jurisdiction and the remaining is in the City of Concord's (City) jurisdiction. The parcel has never been developed due to the complexity of dealing with two jurisdictions for the entitlements. The County and City both approved an agreement regarding private development on, and apportionment of tax revenue, from the parcel. Currently, there are some interested parties that are looking into the development of the parcel. Airport Staff is in the process to start negotiations with the respondent or the top ranked party (if there is competitive interest) at the close of the extended solicitation process.*

6. 700 Sally Ride Drive Aircraft Hangar Vacancy at Buchanan Field (Review & Discuss)

*This hangar is located on 700 Sally Ride Drive, next to the Airport's Office. The previous tenant owned the hangar for ten years. There was a clause that allowed them to walk away from the lease and give the County back the facility with a year's payment of rent. The tenant exercised their out clause which became effective on December 31, 2016. After the solicitation process, there were a total of three proposals: 1) The Conco Companies (Conco), 2) Pacific States Aviation (PSA), and 3) Blackhawk Aviation/Vietnam Helicopters Museum (VHM). A selection committee evaluated and ranked all three proposals. The proposals were then taken to the Board with the selection committee's ranking. Currently Airport staff is in the process of negotiations with the top ranked entity, Conco.*

7. Byron General Plan Amendment Update (Review and Discuss)

*Will Nelson, with the Department of Conservation and Development (DCD), stated that the contract was amended to include updating the Airport Land Use Compatibility Plan (ALUCP). In the first quarter of 2017, we will have the new development scenario. The General Plan is being amended in order to be in total conformity with the Airport Master Plan. The ALUCP is under the jurisdiction of the Airport Land Use Commission (ALUC), and the General Plan and re-zoning are under jurisdiction of the Board of Supervisors. In the end, everything will need to be consistent with the Airport Master Plan.*

8. 3 Acre, Non-Aviation Business Park Development at Buchanan Field (Review & Discuss).

*A solicitation was put out several months ago. Airport staff received one proposal and started lease negotiations with the interested party, after approval by the Board gave the authority to do so. The business park development is currently in the environmental review process. The environmental process is scheduled to be completed around August to September of 2017, hoping to receive final lease and environmental approval by the Board in fall 2017.*

9. 4.6 Acre Development Interest at Buchanan Field (Review & Discuss).

*Previously known as Parcel C, this property is located on Marsh Drive and Solano Way, across from the Lithia dealership. This parcel is zoned to be an industrial business park. Airport staff has had a lot of development interest over the years, but the lack of having a City and County agreement (see item 5 above) prevented projects from moving forward. Airport staff is working on drafting the lease with the current interested party and they will initiate the entitlement process through the City of Concord's Planning Department. The outside approval process could take four to six months.*

10. Buchanan Field Runway 14L/32R Rehabilitation Project (Review & Discuss).

*Buchanan Field's secondary Runway 14L/32R overlay project is currently in the design analysis process. Airport staff hopes to receive Federal Aviation Administration (FAA) funding because the project can range from \$3.5 to \$11.0 million. Runway 19R had a rehabilitation project done about four years ago that used a Cold In-Place Recycling, where the asphalt is grinded up with oil mixed into it and laid back down as a long train, all in the one process. Supervisor Mitchoff questioned how long Runway 14L/32R would be shutdown for. The intent is to have some minor Runway closures at night, but to stay open the entire time. The rehabilitation project would take approximately thirty to sixty days of actual reconstruction.*

11. Buchanan Field Airport Layout Plan Update (Review & Discuss).

*One of the key components of the Master Plan is the Airport Layout Plan (ALP), which is one of the few elements that the FAA approves within the Master Plan. Byron's ALP was updated in 2016 and Airport staff is planning to update Buchanan Field's ALP. A FAA grant was submitted to get federal funding for the project. Airport staff will continue to provide updates on this project.*

12. Airports Division FY 2017-18 Budget (Review & Discuss).

*Airport staff has the current budget for fiscal year 2016/2017. The Airport operates like a business and, as an enterprise fund. The Airport must strive to be self-sufficient, as it is a FAA requirement. If the Airport cannot come up with those revenues, then the Airport would have to go back to the County's General Fund, which has many other needs. Revenues are above what was initially projected. Things like renting out the large hangar located on 700 Sally Ride Drive, as mentioned before, represents 5% of the Airport Enterprise Fund. Airport staff is close to finalizing negotiations for the large hangar. Finalized negotiations will go before the Board in late March 2017.*

13. AAC At Large Position (Review & Discuss).

*The AAC is made up of five people who are each nominated by the respected Supervisorial district, plus parties who represent an airport business, City of Concord, City of Pleasant Hill, two At-Large positions, and a seat for Diablo Valley College (DVC). For several years, the DVC seat had been vacant. Recently, the DVC seat was converted into a third At-Large position. When the third At-Large position was being filled, there was concern because the person recommended for appointment had a business at the Airport and didn't meet the intent of an At-Large representative. Supervisor Karen Mitchoff asked the AAC to review the issue.*

14. The Draft Learning to Fly Video (Presentation & Discussion)

*Airport Staff has been working on a draft video to try to market and educate the community regarding the process of learning to fly. The video is in the final drafting stage and was played for the Airport Committee. Airport Staff is requesting input for the draft before it goes out to the public. There were no desired changes from Supervisor Mitchoff and Supervisor Burgis. The video will be completed and made available to the public.*

15. Future Agenda Items

*None.*

16. The next meeting is tentatively scheduled for June 14, 2017 at 11:00 AM

17. Adjourn

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*Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Airports Committee less than 96 hours prior to that meeting are available for public inspection at 550 Sally Ride Drive, Concord, during normal business hours.*

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*Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.*

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For Additional Information Contact:

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