



# Agenda

## AIRPORTS COMMITTEE

September 13, 2017

1:30 P.M.

550 Sally Ride Drive, Concord

Supervisor Diane Burgis, Chair  
Supervisor Karen Mitchoff, 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

1. Introductions
2. Review and approve record of meeting for June 14, 2017 (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. Interview candidates for the At-Large seat on the Aviation Advisory Committee to complete a term ending February 29, 2020 (Interview and Determine)

*The Airport Committee interviewed five candidates and, at the conclusion, unanimously voted to recommend Eric Meinbress to the Board of Supervisors (Board) for consideration on October 17:*

- *Geoffrey Logan, Walnut Creek*
- *Robert Trevelyan, Pleasant Hill*
- *Eric Meinbress, Lafayette*
- *DeWitt Hodge, Pittsburg*
- *Peter Friedman, Pleasant Hill*

5. Receive update from the Aviation Advisory Committee Chair, Ronald Reagan (Presentation and Accept)

*This agenda item was not discussed.*

6. Economic Development Program priorities and process update (Review and Discuss)

*Airport staff continues to look at ways to attract businesses and tenants to Contra Costa County Airports. After completing the Economic Development Incentive Program (EDIP) process, the Airports Division completed an update to its strategic plan, in August 2017, to create a pathway that best positions the Airports for regional competitiveness. The top identified priority projects/programs mirrored those identified during the EDIP process. The top identified priorities are:*

- 1. Evaluate rates and charges to increase regional marketplace competitiveness*
- 2. Develop a Terminal building to create a hub or “heart” of Buchanan Field*
- 3. Construct a hangar with office space at Byron Airport to attract new business tenants*
- 4. Make aesthetic improvements to signage and landscaping at Buchanan Field*

*Airport staff plans to bring the top four priorities to the Board for consideration in November.*

7. 3-Acre Non-Aviation Business Park Development at Buchanan Field (Review and Discuss)

*This 3-acre parcel is located on the northeast side of Marsh Drive and Sally Ride Drive. Montecito Commercial Group is proposing a 52,500 square foot non-aviation commercial industrial business park. The lease is anticipated to be scheduled for the Board of Supervisors review/approval by the end of this calendar year, when the environmental process should be completed for a ground breaking event in late spring 2018.*

8. 4.6-Acre Development Proposal at Buchanan Field (Review and Discuss)

*This parcel is located on the northwest corner of Marsh Drive and Solano Way. A developer was selected through the solicitation process in January 2017. The developer is identified as the master sub-tenant and is in the process of finalizing an internal lease agreement, then will be submitting through the City of Concord’s entitlement process. Airport staff will continue to provide updates regarding this parcel.*

9. The next meeting is currently scheduled for December 13, 2017 at 11:00 AM

10. Future Agenda Items

*None.*

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*The Airports Committee will provide reasonable accommodations for persons with disabilities planning to attend Airports Committee meetings. Contact the staff person listed below at least 96 hours before the meeting.*

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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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For Additional Information Contact:

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