



# Agenda

## AIRPORTS COMMITTEE

Wednesday, March 14, 2018

11:00 A.M.

Director of Airports Office  
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: Diane Burgis, Chair  
Karen Mitchoff, Vice Chair

#### 1. Introductions

*Chair Supervisor Diane Burgis began introductions around the room and welcomed the attendees.*

#### 2. Review and approve record of meeting for January 10, 2018 (Chair)

AYE: Chair Diane Burgis, Vice Chair Karen Mitchoff

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 the Aviation Advisory Committee (AAC) Chair, Ronald Reagan (Presentation and Accept).

*Ronald Reagan, Chair of the AAC, gave an update on a number of topics that included: A Transportation Safety Administration (TSA) site visit, 2018 AAC officer elections, Airport strategic planning, drone pilot test program, 4.6 acre parcel development, a Byron observation area, the Solar energy project, AAC bylaw changes, proposed construction of a gas station and convenience market near Buchanan Field, and economic growth in east contra Costa County.*

#### 5. Review and discuss the Airports' proposed rates and charges

*This is a continued discussion that originated from the Airports' economic development incentive program (EDIP) and strategic plan. In order to better position both airports, Airports staff is proposing a reduction in the current rates and charges, implementing new agreements and adding new items to be covered in a fee schedule. Moving forward, staff would like to take this proposal to the Board to go in effect January 1, 2019. Both Supervisors were supportive of the proposed plan.*

6. Review & discuss the AAC ByLaw changes which include two new seats to represent the general communities surrounding Buchanan Field and Byron Airports.

*In January 2018, the Airport Committee requested better representation of both airports on the AAC. Airport staff worked with the AAC to review current bylaws and make necessary changes. Changes to the bylaws included two newly created airport neighbor seats (this will increase the number of members from 11 to 13). One seat will represent the town of Pacheco and the other will represent the general communities surrounding the Byron Airport (Brentwood, Byron, Knightsen or Discovery Bay). Candidates must reside or work in these areas. Other changes include referring the at-large seat recruitment process to the Airport Committee and requiring members to complete Ralph M. Brown Act, the County's Better Government Ordinance, and Ethics Orientation trainings within ninety days of appointment/reappointment.*

7. Review and discuss the General Plan Amendment update (Will Nelson, Department of Conservation and Development)

*This item was moved to be discussed after public comment. Will Nelson with DCD gave an update regarding the Byron GPA. Will Nelson reported that the Byron GPA is approximately 10-12 months from being adopted. Supervisor Mitchoff had some concern with the lengthy process. Will Nelson explained that Caltrans had some issues with the draft Airport Land Use Compatibility Plan (ALUCP) that was submitted by the consultants as it was far more constraining than originally anticipated. The next steps will be to complete the Byron draft ALUCP and draft Economic Impact Report (DEIR), then send the project for public review. Airport Staff and DCD will continue to provide updates as the project progresses.*

8. Review and discuss the three acre business park development at Buchanan Field

*The three acre parcel is located on the northeast corner of Sally Ride Drive and Marsh Drive. The business park development project is in the final stages of the lease and environmental review process. The item is scheduled to go before the Board for approval on April 10, 2018.*

9. Review and discuss the 4.6 acre non-aviation development update at Buchanan Field

*This piece of property is located on the northwest corner of Marsh and Solano Drive. The original party that was going to be moving the proposed project forward was unable to perform. Staff opened a new solicitation period that will close Friday, April 13 at 4:00 PM.*

10. Review and discuss the 36 acre non-aviation development proposal update at Byron Airport

*Airport staff received a letter of interest on January 19, 2018 to develop approximately 36 acres for light industrial use. On January 23, 2018 airport staff opened a new solicitation period with a submission deadline of April 2, 2018 at 4:00 PM.*

11. Discussion to reaffirm the July 25, 2006 Board action recognizing Buchanan Field and Byron Airports as important to the current and future transportation needs of Contra Costa County.

*During the Airport's EDIP and strategic planning processes, it was identified that one of the main drawbacks of economic growth at Buchanan Field and Byron Airport was the lack of County priority in regards to airport-related projects. Airport staff requests that the Airport Committee recognize the increased importance of economic development and forward their recommendation to the Board for review and approval. Chair Supervisor Diane Burgis and Vice Chair Supervisor Karen Mitchoff were supportive of staff's requests.*

12. Future agenda items

*None.*

13. The next meeting is tentatively scheduled for June 13, 2018 at 11:00 AM.

14. Adjourn

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