

DRAFT



Agenda

AIRPORTS COMMITTEE

July 18, 2018

12:00 PM

Director of Airport 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 Burgis began introductions around the room and welcomed the attendees.

2. Review and approve record of meeting for March 14, 2018 (Chair)

March 14, 2018 minutes were approved. Yes: Chair Supervisor Burgis and Vice Chair Supervisor Mitchoff, No: none; absent: None.

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).

There was no public comment.

4. Interview the following candidates for two (2) newly created Airport Neighbor seats #1 and #2 on the Aviation Advisory Committee.

Interviews were conducted for the Airport Neighbor – Byron and Airport Neighbor – Pacheco seats. At the conclusion of the interviews, the Airport Committee determined that it would recommend to the Board of Supervisors (Board) the appointment of Donna Dietrich and Steven Starratt to the Aviation Advisory Committee (AAC) and directed staff to forward the recommendation to the Board on August 7, 2018.

5. Receive update from Aviation Advisory Committee (AAC) Chair (Maurice Gunderson, AAC Chair)

On behalf of AAC Chair Maurice Gunderson, Vice Chair, Tom Weber gave an update on a number of topics that included: noise outreach, the Aircraft Owners and Pilots Association (AOPA) regional fly-in event, request of Mariposa Community Benefit Funds, 4.6 acre development at Buchanan Field, proposed Byron Airport public viewing plaza, and a memorial to acknowledge individuals and business who contributed to the Buchanan Field viewing plaza.

6. Review and approve permission to use a portion of Mariposa Community Benefit Funds \$49,250 for added work for Caltrans Airport Land Use Compatibility Plan

Airports staff is requesting an additional \$49,250 of the Mariposa Community Benefit Fund to perform an update to the Byron Chapter of the Airport Land Use Compatibility Plan (ALUCP). In 2012 the Board authorized the use of a portion of the Mariposa Energy Project Community Benefits Fund to perform a General Plan Amendment (GPA) and related land use and environmental studies for the Byron Airport. The initial project did not include updating the Byron Chapter of the ALUCP. Updating the Byron Chapter of the ALUCP may be necessary to be consistent with the GPA.

A motion was made to approve Airport staff to use a portion of Mariposa Community Benefit Funds (\$49,250) to update the ALUCP.

Moved by Airport Committee Chair Supervisor Burgis, seconded by Airport Committee Vice Chair Supervisor Mitchoff.

7. Discuss the revision to the Buchanan Field and Byron rates and charges

The final draft for Contra Costa County Airports' Rates and Charges were presented to the Airport Committee for final review and comment before bringing it before the Board. Keith Freitas brought up a few items to the AAC's attention including: 1) new insurance certificate late fees; and 2) new runway/taxiway obstruction fees.

A motion was made to approve the proposed rates and charges and for staff to bring before the Board.

Moved by Airport Committee Chair Supervisor Diane Burgis, seconded by Airport Committee Vice-Chair Supervisor Karen Mitchoff.

8. Discuss the Buchanan Field Airport Layout Plan update and runway extensions analysis

The Airports division received a federal grant to update the ALP. Along with updating the various land uses, staff would also like to perform an updated analysis of a runway extension. Airport staff are currently looking at options to understand the cost, implications and benefits in order to make an informed decision as to the future of Buchanan Field. Staff will continue to provide updates for the proposed project.

9. Discuss the Full-scale emergency exercise week of October 15-19

A full-scale emergency exercise will take place at CCR the week of October 15-19, 2018. The full-scale exercise will allow for improved aviation emergency response by Aircraft Rescue and Firefighting (ARFF), Contra Costa County Fire Protection District, and Sheriff personnel as well as by mutual aid units. Vice Chair Supervisor Mitchoff advised Airport staff to work with the County Public Information Officer (PIO) on notifying the surrounding communities. Staff agreed and are working to schedule a meeting with the various PIOs of these departments.

10. Discuss the Buchanan Field aircraft hangar (F row) re-skinning and door replacement project

Airport staff are in the process of improving the F-row hangars on the East Ramp at Buchanan Field. The project is expected to last seventy working days and consists of replacing the existing hangar siding and doors with new materials. Staff is completing the construction bid package. The project's estimated cost is approximately \$700,000. Depending on the completion timing, the project may proceed in later 2018 or spring of 2019.

11. Discuss the AOPA Fly-In event in 2021 or 2022

The AOPA holds annual fly-in events at several airports around the county. Airport staff discussed hosting an AOPA event in the year 2021 or 2022. Staff has the support from the three Fixed-Based Operators (FBO) at Buchanan Field. Before staff requests approval from the Board, they asked the Airport Committee for input regarding the proposed event. The Airport Committee was supportive and stated the event would bring in thousands of pilots to the area and would be a positive approach in marketing both airports.

12. Discuss the three acre Business Park at Buchanan Field

This piece of property is located on the northeast corner of Marsh and Sally Ride Drive. On April 10, 2018, the Board approved to lease with Montecito Commercial Group to develop an industrial business park. Montecito is currently working with the Department of Conservation and Development to get building permit approval and is looking to break ground within seven to eight months.

13. Discuss the 4.6 development project at Buchanan Field

This piece of property is located on the northwest corner of Marsh Drive and Solano Avenue. Airport staff put out a solicitation and received multiple letters of interest, initially. Staff then sent out a Request for Proposals and received two in return. A selection committee ranked the two proposals – the top ranked proposal was a partnership between StoragePRO, Inc. and Deutscher Properties Corporation and the second ranked proposal was from Montecito Commercial Group, LLC.. In June, the Board approved staff to negotiate a ground lease in priority ranking order. The top ranked entity is proposing a combination of storage units and office space.

14. Future Agenda Items

Review and discuss updates on the Enterprise Rent-A-Car development at Buchanan Field.

15. The next meeting is tentatively scheduled for Wednesday, September 12, 2018 at 11:00 a.m..

16. Adjourn

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For Additional Information Contact:

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