



## AIRPORTS COMMITTEE

RECORD OF ACTION FOR  
November 4, 2020

Supervisor Karen Mitchoff, Chair  
Supervisor Diane Burgis, Vice Chair

Present: Karen Mitchoff, Chair  
Diane Burgis, Vice Chair

Staff Present: Keith Freitas, Director of Airports; Russell Milburn, Assistant Director of Airports-Operations; Beth Lee, Assistant Director of Airports-Administration; Judith Evans, Administrative Services Assistant II; Elke Soberal, Administrative Analyst; Will Nelson, Senior Planner Department of Conservation and Development; Daniel Barrios, Senior Planner Department of Conservation and Development; Chris Wikler, District IV Representative; Mark Goodwin, Chief of Staff District III; Anne O, Chief of Staff District IV

### 1. Introductions

***Chair Supervisor Mitchoff called the meeting to order at 11:00 a.m.***

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

***Keith Freitas reported they were two candidates for Airport Land Use Commission (ALUC): Tim Barrow and Craig Kauffman.***

### 3. Interview candidates for the BOS Appointee 1 seat on the Airport Land Use Commission and determine recommendation for the Board of Supervisors consideration.

***The Airport Committee considered two eligible candidates: Timothy Barrow (Antioch area), and Craig Kauffman (Concord area). They decided to recommend Timothy Barrow because of his extensive land use background and to represent District III. The term will expire May 6, 2024.***

### 4. Interview candidates for AAC Member-At-Large position and determine recommendation for the Board of Supervisors consideration.

***There were two eligible candidates: Ramzey Alam (Pittsburg area) and Maurice Gunderson (Orinda area). Mr. Alam was not present. The Airport Committee recommended to reappoint Maurice Gunderson to a four-year term ending February 29, 2024.***

5. Interview candidates for AAC Neighbor of Buchanan Field position and determine recommendation for the Board of Supervisors consideration.

***The Airport Committee recommended to reappoint Donna Dietrich for a term ending February 29, 2024.***

6. Interview candidates for AAC Neighbor of Byron Airport position and determine recommendation for the Board of Supervisors consideration.

***The Airport Committee recommended to reappoint Steven Starratt for a term ending February 29, 2024.***

7. Review and Approve record of meeting for August 12, 2020 (Chair)

AYE: Chair Karen Mitchoff

Vice Chair Diane Burgis

8. Presentation of Airport Terminal Project (Paul Powers, KPA Group)

***Paul Powers reported:***

- ***The Aircraft and Rescue Fighting/Airport Administration/General Aviation complex is about 20,000 sq ft.***
- ***Features: stormwater permeable surfaces, emergency backup systems, noise and wind break, sustainable landscape, and emergency generator.***
- ***83% Federal funding eligibility rate, and the project will go out for construction bids around February 2021. Construction is expected to start in Summer 2021 and be completed around the end of 2022.***

9. Receive update from the Aviation Advisory Committee Chair (Maurice Gunderson)

- ***Noise complaints: nothing out of the ordinary even though aircraft operations have increased over the summer.***
- ***Financially: The Aviation Advisory Committee wants to go on record to acknowledge that airports have done a great job financially and in general during the pandemic.***
- ***Economically: There is a new BATS project that could bring jobs to***

***Byron area and will provide more information at next meeting.***

10. Discuss progress regarding the Byron Airport General Plan Amendment (Daniel Barrios, Department of Conservation and Development)

***Dudek has sent the revised Traffic Impact Analysis (TIA) and was distributed to Public Works Engineering Service, Traffic Engineering and DCD Transportation Planning for their review. The TIA is expected to be completed by the end of the year. The Environmental Impact Report draft should be completed within the next few months.***

11. Discuss Runway 14L/32R Pavement Replacement Project, Buchanan Field Airport

***Keith Freitas reported project was successfully completed on time and under budget.***

12. Discuss Byron Airport Infrastructure Analysis (water, wastewater and utilities)

***Prior to developing the land uses for the Byron Airport General Amendment; Airports staff is updating the Byron Airport Infrastructure Analysis since the last one was completed about seven years ago. Airport has received the first draft of the Infrastructure Analysis and is expecting to receive the revised report within the next few months. Supervisor Burgis requested to see the revised Infrastructure Analysis Report.***

13. Discuss the Airport Innovation and Business Attraction Program, Buchanan Field and Byron Airport.

***Keith Freitas reported that even during the pandemic airport staff continues to receive inquiries from companies wanting to conduct Unmanned Aircraft System (UAS) testing at both airports and hopes to provide more detailed information at next meeting.***

14. Discuss Airport's Project Development Update.

a. ***Discuss Proposed Development of 4.1-Acre phase I aeronautical use at Byron Airport:***

*The developer was having issues with their lender as the requirement was to have a signed tenant before releasing the funds. Airport staff is helping developer revise to break down Phase I into multiple phases so they can self-fund the project instead.*

b. ***Discuss relocation of Con Fire Station 9 to Airport property, Buchanan Field***

- The development has run into some issues as the building would go over some drainage ditches.*
- Con Fire now has a partnership with REACH, but even with that partnership the FAA did not approve the entire project as aviation; they concluded that REACH is an aviation component, and Con Fire is more of a community service.*
- Airport staff is working with Con Fire to see if the project can be redesigned.*

c. ***Discuss development of 16-acres for non-aeronautical use, Buchanan field***

*The development team was hoping to move the entitlement process into high gear within that time with the design to have the project under construction in late 2021 or early 2022.*

d. ***Discuss 0.86-acre development at Buchanan Field:***

*Airport staff reported that the adjoining tenant has indicated an interest in expanding their business and is expected to go through the entitlement process early part of 2021.*

e. ***Discuss Proposed Development of 4.1-Acre phase I aeronautical use at Byron Airport***

*This agenda item is a duplicate of 14.a.*

15. The next meeting is currently scheduled for \_\_\_\_\_.

16. Adjourn

***The meeting was adjourned at 11:59 a.m.***

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For Additional Information Contact:

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