



AIRPORTS COMMITTEE

RECORD OF ACTION FOR
September 14, 2022

Supervisor Karen Mitchoff, Chair
Supervisor Diane Burgis, Vice Chair

Present: Karen Mitchoff, Chair
Diane Burgis, Vice Chair

Staff Present: Monica Nino, County Administrator; Greg Baer, Director of Airports; Beth Lee, Assistant Director of Airports; Russell Millburn, Assistant Director of Airports; Will Nelson, Department of Conservation and Development; Elise Schilling, Administrative Services Assistant II

Attendees: Emily Barnett

1. Introductions

Meeting Called to Order 11:02AM

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

None.

3. Interview Candidates for the AAC Airport Neighbor (Byron) position and determine recommendation for the Board of Supervisors consideration.

The candidate was not present for the interview. Airports Staff will contact to reschedule with the candidate to speak with Supervisor Burgis.

4. Interview Candidates for the AAC Member-at-Large position and determine recommendation for the Board of Supervisors consideration

Three candidates were interviewed by Supervisor Burgis and Supervisor Mitchoff. The three candidates were Steven Stappen, Patricia Campbell, and Michael McCarthy.

The candidates were asked about their backgrounds in aviation and if they have ever participated in an aviation advisory committee in Contra Costa County or other counties before.

AYE: Chair Karen Mitchoff
Vice Chair Diane Burgis

5. Review and Approve record of Meeting for March 9, 2022 (Chair)

AYE: Chair Karen Mitchoff
Vice Chair Diane Burgis

6. Receive Update from the Aviation Advisory Committee Chair (Emily Barnett)

Emily Barnett reported:

- Looking forward to working with Greg Baer
- Virtual format is going well, Zoom is very helpful to the committee as it allows for additional public interaction
- Looking forward to having seats filled on AAC Committee
- Noise inquiries are doing well as those are down from 2021. The public concern seems to be limited.
- Honor Tom Weber for years of service
- Fuel services review
- Terminal Building is progressing
- Presentations at the committee level that show economic development
- Filling vacancy is a priority of the AAC

7. Update on Bay Area Test Site (BATS) activity, Buchanan Field and Byron Airport

Greg Baer reported:

- Staff continues to work with various entities involved in new technology and drones at both CCR and C83
- Elroy Air recently signed a lease with Urban Air Mobility,
- Birdstop made a presentation at a previous AAC meeting.

No Public Comment

8. Discuss Byron Development Potential & Constraints (water, sewer, storm water quality)

- Greg Baer reported on the challenges facing Byron Airport's development.
- Supervisor Mitchoff has asked that this item is tabled until a scope of work is developed.
- Will Nelson reported that the Department of Conservation and Development recently received the admin draft of the new General Plan Amendment for Byron Airport. Documents will be available to the public in 2023.
- Other Public Comments not related to the topic.

9. Update on Airports Current Project Development Projects

a. Discuss Proposed Development of 4.1-acre phase 1 Aeronautical use, Byron Airport

Beth Lee reported:

- This is part of the Urban Air Mobility Project
- Executed sublease numbers one and two out of three
- Developed two of the large hangars which have already been rented by companies drawn to Byron due to the BATS program.
- Sublease three is expected to be signed in the next few weeks.

- b. Discuss 4.6 Acre Self Storage Project Buchanan Field

Beth Lee reported

- Located on the Northwest corner of Marsh and Solano in Concord.
- Still being processed through the City of Concord's building permit process
- The intent is to start construction by the end of 2022

- c. Discuss Con Fire Station 9 Relocation to Airport Property Buchanan Field

Beth Lee reported:

- Still working on the entitlement process and National Environmental Policy Act (NEPA) review.
- The Federal Aviation Administration (FAA) will review the NEPA to be released for non-aeronautical use.

- d. Discuss Development of 16-acres non-aeronautical use Buchanan Field

The project is currently going through the Department of Conservation entitlement process and environmental review

Start of construction estimated in late 2023

- e. Discuss 0.86-acre Development at Buchanan Field

Beth Lee reported:

- Sponsor identified for the project
- Process of marketing in order to find a user to construct for them.

10. Discuss Terminal/ARFF Building Development, Buchanan Field

Supervisor Burgis appreciated the Photos of the Project's progress.

11. Discuss Airfield Security Upgrade Project, Buchanan Field

Greg Baer reported:

- Security Project was put out to bid.
- The Board of Supervisors awarded the contract on September 13, 2022
- Execute a contract with the construction management company and a notice to proceed with the contractor.
- Enhancement of current airport security and interface with the new ARFF Terminal building project.
- \$4.3 million in federal funds and \$60,000 in state funds

Supervisors commended the security program at Buchanan Field Airport and the ability to exceed requirements with Airport security.

Public comment not related to the topic

12. Update on Airport Safety Officer Recruitment, Buchanan Field and Byron Airports

Greg Baer reported:

- Recently made job offers to two candidates for the Airport Safety officer positions, still have two positions remaining that need to be filled.
- Working on recruitment and retention strategies.

Supervisor Mitchoff inquired about when the new employees will begin their positions at the Airport

-Greg Baer reported that by Mid to late October they would begin.

Supervisor Mitchoff inquired about the remaining two positions that are still open.

-Greg Baer reported that currently, that are no active recruitments at this time, after the new employees begin their positions, Staff will implement another recruitment.

Public Comment: Suggested that the county begin a training program for the ASO position.

Supervisor Mitchoff responded that the ASO position is trained by the county, and applicants are hired based on background.

13. Future Agenda Items

None

14. The Next Meeting is Currently Scheduled for December 14, 2022

15. Adjourn

Meeting adjourned 12:11 PM

For Additional Information Contact:

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